



Sam Houston  
State University

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# HANDBOOK

## Food Science and Nutrition



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## WELCOME

Welcome to the Bachelor of Science program in Food Science and Nutrition (FSN- DP) at Sam Houston State University (SHSU). This handbook provides students in the program with additional guidance and contains important FSN-DP policies.

The FSN-DP is a 120-credit hour baccalaureate science-based program that educates students through traditional coursework and applicable laboratory and experiential learning activities in the areas of food science and nutrition, medical nutrition therapy, community nutrition, nutrition education and food service. The Food Science and Nutrition Program (FSCN) is the ACEND-accredited in-person didactic program at the main campus of SHSU. This program may be of interest to undergraduate and postbaccalaureate students seeking a career as a Registered Dietitian Nutritionist (RDN).

The FSCN curriculum includes a variety of subjects including food and nutrition sciences, food service systems management, research in nutrition and food science, nutrition counseling and education, professionalism in dietetics, and clinical nutrition. Science courses include chemistry, microbiology, anatomy, physiology, and biochemistry. Throughout the program, students develop skills as leaders and team members in the dietetics profession. Completion of the FSCN Program qualifies students to take the registration exam for Nutrition and Dietetics Technicians (NDTRs) with the Commission on Dietetic Registration to be credentialed as a NDTR. For more information refer to: About RDNs and NDTRs.

### **Becoming a Registered Dietitian Nutritionist**

The Registered Dietitian Nutritionist (RDN) is recognized for expertise in the food and nutrition field. Many jobs in nutrition require the RDN credential to be considered for employment. RDN's work in a wide variety of settings including hospitals or other health-care facilities, sports nutrition and corporate wellness programs, private practice, community and public health settings, universities, medical centers, and research facilities. Some RDN's hold advanced practice certification in clinical nutrition or specialist credentials in digestive health, sports dietetics, renal nutrition, or other specialty areas.

Many students in the FSN-DP pursue the RDN credential. The educational and professional requirements to become a Registered Dietitian Nutritionist include:

1. **Complete the minimum of a graduate degree.** For more information, please refer to [How Do I Become an RDN?](#)
  - The [Food Science and Nutrition Program \(FSCN\)](#) is the ACEND-accredited didactic program at SHSU for *undergraduate students*.
  - The SHSU [Combined MS/DI Program](#) at SHSU provides a **graduate program** combined with supervised practice hours in a dietetic internship.
2. **Complete required supervised practice/experience through an ACEND-accredited Dietetic Internship, Coordinated Program, Graduate Program, or an Individualized Supervised Practice Pathway offered through the ACEND-accredited program.**
  - There are many pathways to become an RDN. [RD Examination - Eligibility Requirements](#).
3. **Pass a national examination administered by the Commission on Dietetic Registration to obtain the RDN credential.** For more information, please visit [CDR's website](#).
4. **Meet requirements to practice in your state** which may include meeting **state licensure** requirements. Texas requires RDNs to be licensed. [State and U.S. Territory Licensure Laws](#)
5. **Stay current in dietetics through continuing education.**

Additional information is located at the program webpage located here - [Food Science and Nutrition Program](#).

There are several pathways to becoming an RDN as seen here [About Accredited Programs](#).

### **Mission and Goals**

The mission of the FSCN-DP is to provide quality scholarship and community service opportunities to all of its students in order to complete the standards set by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) so that each graduate is prepared for graduate school and/or supervised practice to become a registered dietitian contributing to a global marketplace that meets individual and family needs in the food or healthcare industry.

## Employment Outlook

According to the U.S. Bureau of Labor Statistics, employment of dietitians and nutritionists is projected to grow 7% percent from 2023 to 2033 ([Occupational Outlook Handbook](#)) than average for all occupations (4%). The role of food in preventing and treating illnesses, such as diabetes is well known. There is a high occupational demand for more dietitians and nutritionists to provide care for patients with various medical conditions and to advise people who want to improve their overall health.

The median income for registered dietitian nutritionist in the United States working full-time in the field is \$79,000.00 per year ([Compensation and Benefits Survey 2024](#)). As with any health care profession, salaries vary by years of experience in the field, region of the country, demand and supply, employment settings and scope of responsibility.

## PROGRAM OVERVIEW

### SHSU Food Science and Nutrition Program (FSN-DP)

The SHSU Food Science and Nutrition Program is an academic program that prepares students with the knowledge they need for dietetics practice. Upon successful completion of the B.S. degree in Food Science and Nutrition with:

- a minimum GPA of 2.0 overall,
- a minimum 2.75 FSCN major GPA,
- a “C” or better in all FSCN courses, and
- 100% completion of Knowledge Requirements for Registered Dietitians/Nutritionist (KRDNs) from ACEND

students will receive a **Verification Statement** and are able to apply to a graduate and/or supervised practice program leading to eligibility for the registration examination for dietitians. SHSU does not guarantee placement or selection for graduate school or supervised practice.

Successful completion of the FSN-DP also prepares students to take the Registration Examination for Dietetic Technicians. Students must have also earned a verification statement as described above to qualify to take this exam. <https://www.cdrnet.org>

**On January 1, 2024, a graduate degree became the minimum degree requirement for those seeking to become eligible for the registration examination for dietitians.**

For more information on becoming a Registered Dietitian Nutritionist (RDN) or Dietetic Technician, Registered (DTR), explore <https://www.eatright.org/become-an-rdn-or-ndtr>.

### FSN-DPD Goals and Objectives

The FSN-DP has established two goals with specific measurable objectives that assess the achievements of the program and the students in the program. They are also used for continuous program improvement planning. Data is collected on an on-going basis. Program outcome data is available upon request to Linda Fergus, FSCN Program Director at (936)294-4959.

## **Program Goal #1**

Graduates will be prepared to perform competitively in graduate school and/or a supervised practice program.

### ***Program Objectives for Goal #1***

1. At least fifty percent (50%) of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation.
2. Of program graduates who apply to a supervised practice program, at least 30 percent are admitted within 12 months of graduation.
3. The program's one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for dietitian nutritionists is at least 80%.
4. Of graduates completing supervised practice programs at least 70% will apply and be accepted to graduate programs within one year of completing the supervised practice program.

## **Program Goal #2**

Graduates will choose to work in nutrition and food related careers upon completion of graduate school and/or supervised practice.

### ***Program Objectives for Goal #2***

1. Of program graduates, 50% will indicate with a satisfactory response or better that the DPD program prepared them for their supervised practice and career as a Registered Dietitian, other healthcare industry, food science, manufacturing, or food distribution employee.
2. At least 80% of program graduates complete the program requirements within 150% of planned program length.
3. Fifty percent (50%) of Program Directors or Employers will indicate on surveys satisfactory or better performance in the workplace, supervised practice, graduate school, or community service.
4. All DPD program graduates who meet the Verification Statement requirements and who choose not to enter a dietetic internship will obtain a Verification Statement at the completion of the DPD.

## **Admission Requirements**

A student may enter the FSN-DP as a freshman, transfer student, or as a change of major (internal transfer) at SHSU. The current general admission guidelines for incoming freshman and external transfer students are available at <http://www.shsu.edu/admissions/>. Change of major and transfer students must have a GPA of 2.75 or better to declare Food Science and Nutrition as their major.

## **Accreditation Status**

The FSN-DP is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics; 120 South Riverside Plaza, Suite 2190; Chicago, IL 60606-6995; 1-800-877-1600 x5400 [www.eatrightpro.org/acend](http://www.eatrightpro.org/acend).

## FACULTY & STAFF

The FSN-DP is located in the College of Health Sciences within the Department of Human Sciences. A Directory for the faculty in the Human Sciences Department is located [here](#). The FSN-DP program website is [here](#). To view the FSN-DP catalog page for program requirements and a plan of study, please visit [here](#).

Within the FSN-DP there are opportunities to participate in research with different professors at the undergraduate level as students or student workers. Students may conduct research in collaboration with FSCN professors in the Nutrition Assessment Lab or other settings on campus such as the SHSU Pantry. Participation in research depends on the faculty member's availability, need for assistance, and the shared interest of the student in the project.

### **Transfer and Review of Previous Coursework**

When students transfer to SHSU, they should schedule an appointment with an advisor at the Sam Center. They may be directed to the FSN-DP Director with their degree plan for mentoring. Efforts are taken to ensure all prior learning coursework has been reviewed and evaluated. The FSN-DP director can determine if any FSN-DP courses or content has been achieved at other universities. The FSCN Program does not give prior learning credit for work or volunteer experiences. It is important that transfer students meet with the program director as soon as possible to make this determination. All degree-seeking students are required to meet both the University and major degree requirements to graduate regardless of new freshman, transfer, or post baccalaureate status.

### **Assessment of Prior Learning**

If the student has a bachelor's degree in an area other than dietetics and is interested in becoming an RDN, the student may apply to SHSU through the Admissions Process as a non-degree seeking student. Admissions advisors and the FSCN Program Director evaluate prior learning on a case-by-case basis. Prospective students are encouraged to make an appointment with an Admissions Advisor at The Sam Center.

The student is responsible for contacting the FSCN Program Director for an evaluation and providing all transcripts and evidence of attainment of knowledge requirements (KRDNs) in the form of graded KRDN assignments or a report from the previous institution verifying KRDN achievement.

**For previous course content to be assessed for prior learning, all FSCN coursework at the junior and senior levels must be from an ACEND-accredited program. Also, all coursework must be completed within the last five years.**

The FSCN Program does not give prior learning credit for work experience. The Program Director will give the student a form (Appendix A) with the courses that are required to earn a verification statement. Once the student completes the required coursework according to the FSCN policy for verification statements, the student will receive a verification statement indicating eligibility to apply to a graduate program and/or supervised practice program.

## Verification Statement Policy

To be eligible to receive an *ACEND Verification Statement of DPD Program Completion*, students in the FSCN/DPD program at SHSU must have a minimum GPA of 2.0 overall, a FSCN GPA of 2.75 or better (Appendix B), and a "C" or better in all FSCN courses, and 100% achievement of Knowledge requirements for Registered Dietitians/Nutritionist (KRDNs) from ACEND located here [ACEND Accreditation Standards](#). *Upper-level courses must have been completed in the previous 5 years.* Coursework in the DPD is graded by FSCN faculty. After reviewing all verification statement requirements, checking grades of all graduates, and verifying that the FSCN degree has been conferred on the student's academic transcript, the DPD Director will issue the *Verification Statement* (usually within one month after the end of the semester) to all students who meet the requirements, regardless of the student's intent to pursue graduate education and/or supervised practice. An official copy of the *Verification Statement* may be required to begin graduate school and/or supervised practice. A Verification Statement is required by some supervised practice programs, but it is not required by all. Receipt of the *Verification Statement* does not guarantee obtaining entry into graduate school and/or supervised practice. SHSU does not guarantee graduate school or supervised practice placement or selection. Students who do not meet the requirements for a *Verification Statement* but satisfy graduation requirements will graduate with a Bachelor of Science in Food Science and Nutrition.

## KRDN Remediation

The FSCN Program faculty will provide opportunities to achieve KRDNs in learning assignments, which are linked to SHSU courses and visible on course syllabi. Students must achieve all KRDNs assigned to each course **during the enrolled semester**. *Any student who does not complete 100 % of the KRDNs will not receive a Verification Statement from the FSCN Program which is necessary to apply to a supervised practice program. This could result in the need to repeat the course to obtain a Verification Statement.* Not all supervised practice programs require a Verification Statement. If the student fails to achieve the KRDN, he/she must arrange with the course instructor to *remediate the KRDN as soon as possible* while enrolled in the course.

If a KRDN assignment is not achieved after the second remediation attempt or if the student fails to initiate remediation, the faculty will refer the student to Campus Connect and notify the FSCN Program Director by email within 5 working days of identification. The FSCN Program Director will meet with the students to discuss KRDN remediation and the verification statement policy. A remediation plan will be established. The student is responsible for collaborating with the course instructor to complete the remediation during the course. SHSU Faculty are responsible for documenting all remediation attempts and status on the KRDN Remediation Form in Blackboard prior to the last day of

the course.

## **Advising**

The advising process is designed to help students make important decisions related to their academic progress at the University. At SHSU, each student is advised at the Sam Center. They will assist with meeting the University's general education requirements. Students in the Bachelor of Science in Food Science and Nutrition program will also be mentored by the FSN-DP Director beginning the second semester of their sophomore year. **Students are encouraged to meet with their advisor at the SAM Center every semester.**

Below are some guidelines to follow throughout the year.

### When to see your advisor:

- To discuss problems that might affect your academic performance
- To select courses for the upcoming semester
- To discuss your academic progress
- To discuss dropping a class
- To discuss volunteer opportunities, work opportunities, scholarship applications, research opportunities and community events that could enhance
- the dietetic application
- To discuss career considerations
- To find out more about a particular major and/or minor option
- To identify your progress in making your application for a graduate and/or supervised practice program a viable application

## **Student Progression**

Formal assessment of student learning and regular reports of performance and progress occurs at specified intervals throughout the program, such as within and at the conclusion of a given course or semester, unit, or segment of a planned learning experience.

- Volunteerism and Advocacy will be reviewed during program meetings, SHSDA meetings, in courses, and during advising sessions.
- Study Groups and Peer Teaching Assignments are encouraged on numerous projects in class assignments.

## **Academic Calendar**

Students enrolled in the FSN-DP follow the University academic calendar

available [SHSU Academic Calendar](#).

### **Student Leave of Absence**

Students who want to request a leave of absence must contact the Dean of Students Office. See [Student Absence Notification](#).

### **Withdrawal and Refund of Tuition and Fees**

Students choosing to withdraw from a course or the University may be eligible for a refund of tuition and fees. For more information, visit the Office of the Registrar's website at [Drop, Resignation, and Refund Policies](#).

### **Insurance Requirement**

**Student Health Insurance:** Students are strongly encouraged to have medical insurance coverage or subscribe to the medical insurance program offered by Sam Houston State University Health Center while in the program.

Visit the Student Health Center for more information:

[Student Health Insurance](#)

### **Experiential Learning**

Experiential learning allows for hands-on learning to enhance the educational process. This is planned with on- and off-campus partners, and it includes food service experiences, community nutrition projects, and working in the Nutrition Assessment and Counseling Center. There is no paid compensation for experiential learning provided through the FSCN Program.

### **Liability for safety in travel to and from assigned areas**

Students are responsible for providing his/her own transportation to and from the experiential learning sites and responsible for payment of any parking fees incurred while at the facility.

### **Injury or illness while in a facility for experiential learning**

Students who are injured or become ill while in a facility during a scheduled experience will follow the protocol for that facility. In the event of a major injury or illness, the FSN-DP Director should be notified. Students are responsible for all healthcare costs associated with any experiential learning experience- related injury or illness they sustain while enrolled in the program.

SHSU is not liable for injuries or illness that arise from the student spending time at experiential learning sites or from the student traveling to/from the site.

### **TB Screening, drug testing, and background checks**

Students may be assigned to facilities that require additional testing to participate in experiences in their facility. Students may be assigned to facilities that require drug testing. The student is responsible for arranging and paying for any drug testing that the supervised practice site may require.

Many of the supervised practice facilities require background checks. Students will be responsible for the cost of this check unless the facility assumes the cost.

If the site requires additional testing, the FSN-DP director or the facility will inform the student of the additional requirements. The student is responsible for arranging and paying for any additional testing the site may require.

SHSU students completing experiential learning experiences will not be used to replace employees in any facility. The educational training given to the student during these experiences is for the benefit of the student, who works under the supervision of the preceptor and does not replace regular employees.

## STUDENT SERVICES & RESOURCES

### International Students

International students frequently graduate with a degree in dietetics and return to their native countries after graduation, while others remain to complete their training to become an RDN. If you are interested in obtaining the RDN credential, it is important to start planning early to be able to successfully complete a graduate program and/or supervised practice within the time frame allowed by your VISA. International students should plan on completing the supervised practice as soon as possible after graduating from SHSU. Sam Houston State's Office of International Programs can assist students in making plans to complete their training with an extended Visa [SHSU's Global Engagement Center](#). Many students find that their RDN credential is an advantage once they return to their native country to seek employment and is recognized by the International Congress of Dietetics. [ACEND - International Students](#)

### Program Costs

Information regarding the cost of attending SHSU may be found on the Admissions website <https://www.shsu.edu/admissions/>. Go to Explore SHSU to estimate your cost. Additional costs include:

- Sam Houston Student Dietetic Association optional membership - \$25 per year
- Textbook costs vary based on course requirements and can be purchased using [Bearkat bundle](#), where the annual cost for books for a full-time student is approximately \$570.00/year.
- Individual course requirements can be viewed in the [online syllabus](#).
- For example, the ServSafe Manager access code for the online exam in FSCN 3445 Quantity Food Purchasing, Preparation, and Service is \$37.99.
- Optional Student membership in the Academy of Nutrition and Dietetics- \$58 per year

## **Financial Aid & Scholarships and Support Services**

Many students who attend SHSU receive some financial aid in the form of loans, grants, scholarships, tuition waivers, and employment. In addition, several scholarships are available to FSCN students through the Department of Family and Consumer Sciences. For application and eligibility requirements, visit [Financial Aid and Scholarships](#). More scholarships are available at the [Academy of Nutrition and Dietetics Foundation](#).

## **Student Support Services**

SHSU provides a variety of services to assist students:

- [Health Center](#)
- [The Counseling Center](#)
- [Testing Center](#)
- [Writing and Skills Development Center](#)
- [Residence Life and Housing](#)
- [Newton Gresham Library](#)
- [Recreational Sports](#)

## **Blackboard Learning Management System and Online Testing**

SHSU uses the Blackboard Learning Management System and the Lockdown Browser for course information. Some faculty require this for online exams. Students must log in to Blackboard with a unique username and password. The Lockdown Browser secures the exam environment by providing remote proctoring software to monitor test-takers in real-time. When the Lockdown Browser is used during an online exam, you are unable to go to other URLs, switch applications, take screenshots, copy questions or print. The Lockdown Browser can only be accessed after logging into your Blackboard account if you are using a traditional computer. Instructors may conduct random identity checks throughout the testing process. For more information, please contact the SHSU Online Support Desk.

[IT@SAM Katalyst Tutorials](#)

## **Protection of Privacy of Student Information**

SHSU protects the security, confidentiality, and integrity of student records and maintains security measures to protect and back up data. SHSU complies with the Texas Administrative Code, Chapter 202, Subchapter B, Rule 202.20 and the Family Education Rights and Privacy Act ([FERPA](#)) to ensure the security, confidentiality, and integrity of student records.

The University's Academic Policy 810806 ([Student Educational Records](#)) is established to assure FERPA compliance and designates types, locations, and custodians of various student records. Students have the right to access their educational records. This policy also provides guidelines for the printing of hard copy student academic records. The University has established an Information Security Program that provides direction for managing and protecting the confidentiality, integrity, and availability of SHSU information technology resources. Additional information about FERPA is [here](#).

## Academic Guidelines and Policies

### Grades Matter

**An overall GPA of 3.2 is typically necessary to be considered a viable applicant and selected into graduate school and/or a supervised practice program.** The acceptance of most DI programs is a GPA of 3.3-3.4 on the average. The DPD course list is divided between the DPD nutrition and professional classes and the natural science courses. It is necessary for FSCN students to have at least a B average in the DPD courses to confirm understanding of the KRDNs show mastering of the knowledge and skills to perform at the graduate level. To see a list of the DPD/Science courses required, please view Appendix B of the DPD Handbook.

**If the DPD student fails to maintain a GPA of 2.75 or above, fails a KRDN assessment twice, or fails to maintain a “C” in FSCN courses, the student will be instructed to meet with the DPD Director** to receive additional guidance regarding improvement of performance and review long-term plans, retaking courses, and other specific activities to improve scholastically and enhance the graduate or supervised practice application. SHSU academic support and student engagement and retention services may be found here:

<https://catalog.shsu.edu/undergraduate/support-services/academic-support-services/>

<https://www.shsu.edu/dept/dean-of-students/engagement>

Students may attend Office Hours (date/time on syllabus) in the FSCN Faculty’s office for assistance with FSCN coursework.

### Performance Monitoring, Retention, and Remediation Procedures

**Students who fail to maintain an overall GPA of 2.0, fail to maintain an FSCN major GPA of 2.75, fail to maintain a “C” or above in FSCN courses, or fail to achieve KRDNs will meet with the FSN-DP Director to discuss guidance regarding plans for immediate improvement and/or changes in the overall academic plan.** SHSU faculty must notify the FSN-DP Program director early in the semester if a student is not expected to meet academic standards as outlined above. The FSN-DP Director will review the GPA’s of Senior FSCN students prior to their senior year. All student grades are posted in Blackboard for student access during the semester. The FSCN

Program conducts at least one meeting with students each semester to discuss requirements for Verification Statements, application process for graduate school and supervised practice, and other related topics. Students should review the [Student Code of Conduct](#), [Academic Honesty policy](#), and related [University policies](#) for information about professional and ethical behaviors and academic integrity of the student.

Advising may include planning for other food and nutrition careers or consideration of a change in the degree plan. Considering another degree may be discussed at this time. The path for utilizing the FSN-DP program for completing the Dietetic Technician Registered credential may be suggested.

### **Student Complaints and Grievances**

The FSN-DP follows the SHSU PRE-29 – Non-Discrimination Policy [PRE-29 Non-Discrimination policy](#). Student complaints of discrimination and/or retaliation are governed by PRE-29 – Non-Discrimination Policy. SHSU is committed to an educational environment that provides equal opportunity and access to all qualified persons.

Complaints of sexual misconduct are governed by the Texas State [University System Sexual Misconduct Policy and Procedures](#).

Academic grievances are governed by Academic Policy Statement 900823 – Academic Grievance Procedures for Students. The Academic Grievance Procedures for Students – Grievance Form can be found here: [Academic Grievance Form](#).

### **Submission of Written Complaints to ACEND**

If a student has a complaint about a member of the FSCN faculty, the student may meet with the Human Sciences Department Chairperson without fear of retaliation. The program maintains a record of student complaints for seven years, including a resolution of the complaints.

ACEND reviews complaints that relate to a program's compliance with ACEND accreditation standards. The Commission is interested in sustained quality and continuous improvement of dietetics education programs, but **does not intervene** on behalf of individuals, or act as a court of appeal for individuals in matters of admission, appointment, promotion, or dismissal of faculty, staff, or students. More information can be found on the ACEND website: [Filing a Complaint with ACEND](#).

### **Disciplinary and Termination Procedure**

To access the disciplinary and termination procedure, please refer to

[SHSU's Student Code of Conduct](#). To access the SHSU policy statement for Academic Honesty 810213, please look [here](#).

## **Student Professionalism**

### **Dress Codes**

Students are expected to adhere to all dress codes and policies related to the [Student Code of Conduct for SHSU](#). In addition, syllabi may have additional dress codes related to specific courses.

### **Classroom Etiquette**

Students should follow the classroom guidelines delineated by course faculty in their syllabi. FSN-DP majors should be reminded that program faculty will be asked to evaluate your academic professionalism for their internship application.

Basic classroom etiquette includes:

1. Punctuality – if you are late for any reason, do not disturb the activities of the class. Quietly enter and sit in the first available spot close to the door or at the back of the classroom.
2. Conversations during class when faculty or fellow students are speaking are unacceptable.
3. Be prepared, read instructions carefully and follow them.
4. Communication with faculty should be professional and appropriate salutations should be used, do not use texting slang or abbreviations.

## **Social Media Policy**

The FSN-DP Program supports the use of social media to reach audiences important to the University such as students, prospective students, faculty, and staff. The University presence or participation on social media sites is guided by the [Integrated Marketing Communication Policy IMC-03 Social Media Policy](#).

This policy applies to FSCN students who engage in internet conversations for school-related purposes or school-related activities such as interactions in or about experiential learning and course activities. Distribution of sensitive and confidential information is protected under HIPAA and FERPA whether discussed through traditional communication channels or through social media. All social media associated with the SHSU FSN-DP program should meet professional standards.

It is the responsibility of the student to refrain from any of the following:

1. Using language that is libelous, defamatory, or disparaging.
2. Violating another's copyright or other intellectual property rights.
3. Condoning or promoting illegal activity.
4. Using any obscene or other speech that is not protected by the First Amendment of the U.S. Constitution.
5. Offering unauthorized advice or tips including healthcare advice.
6. Using patients' names (any identifier including initials, hospital name, etc.), medical diagnoses, and personal health information in any way which is a direct violation of the Health Insurance Portability and Accountability Act (HIPPA).
7. Disclosing confidential information about SHSU programs, its employees, or its students.
8. Stating personal opinions as being endorsed by the SHSU Program.

## GRADUATION

### **FSN Program Surveys (graduation and one-year post-graduation)**

A few weeks prior to graduation, all students are required to participate in a program evaluation survey and an exit evaluation. These are vital to assist in program improvement efforts. Survey responses are anonymous and are aggregated with other graduating classes for that academic year. Also, the DPD program contacts students one year after graduation to complete a program survey relative to the student's experience with DPD preparation for supervised practice, graduate school, or work in the nutrition field. Lastly, the DPD program surveys Program Directors in supervised practice, graduate school, and employment for their feedback about SHSU student performance and evaluates data for program improvement.

### **Application to Graduate and Supervised Practice Programs**

Students who are applying to supervised practice programs such as coordinated programs, graduate programs, and dietetic internships will apply using [Dietetics Inclusive Centralized Application Service \(DICAS\)](#). Information about the application process is found [here](#). A list of the courses used to determine the FSN-DP GPA can be found in Appendix B.

The FSCN Program Director conducts a meeting for FSCN students every semester where the application process and associated deadlines are reviewed. Students should make every effort to attend these meetings. Please note that supervised practice and graduate programs may participate in Fall and/or Spring application cycles.

### **How important are my grades, volunteer work or employment for my DICAS application?**

The overall picture of your record (grades, work experience, volunteer activities, GRE score and recommendation letters) are important. In today's employment environment, anything you can do to enhance your resume is important. Many applicants who have been employed during at least one summer in a dietetic related job (foodservice, wellness camps, healthcare, foods/nutrition research, and international work) and active in all the student organizations for service and honor societies stand out among candidates.

Opportunities to volunteer for food and nutrition related organizations is encouraged. Opportunities will be announced via email and at meetings as they become available. Students should discuss plans for volunteerism when being

advised. To keep track of your activities, a volunteer log can be found in Appendix C.

## Appendix A

### Evaluation of Prior Learning for Post-baccalaureate Non-degree seeking Students INFORMATION FOR STUDENTS WITH A BS IN NUTRITION:

Student	GPA	Date	Evaluation by
Overall GPA 2.75 for admit to FSCN		BS Regionally Accredited University	
Pre- and Co-requisites	Credit hours	Semester Completed	Required
BIOL 2403 or CHEM 1411	3.0		
MATH 1370	3.0		
FSCN 2362 Nutrition	3.0		
FSCN 1441 or FSMG 2441	4.0		
FSCN 3380 Advanced Nutrition pre-req FSCN 3370*	3.0		
Required Courses for Verification Statement		100 % KRDN tracking and minimum of a "C" are required to be considered completed for the course.	Required
FSCN 3329 Nutrition Through the Life Cycle Pre-req FSCN 2362 Date/course met	3.0		
FSCN 3330 Professionalism in Dietetics	3.0		
FSCN 3445 Quantity Food Purchasing, Preparation, and Service Pre-req FSCN 1441 Date/course met	4.0		
FSCN 3339 Community Nutrition Pre-req 2362 Date/course met	3.0		
FSCN 4371 Nutrition Assessment Co-req FSCN 3380 Adv Nutrition (Macros)**Date/course met	3.0		
FSCN 4360 Clinical Dietetics I Pre-req FSCN 4371Date/course met	3.0		
FSCN 4361 Clinical Dietetics II Pre-req FSCN 4360 Date/course met	3.0		
FSCN 4370 ADV FOOD SYS ORG & MGMT Pre-req FSCN 3445 Date/course met	3.0		
FSCN 4372 Nutr Counseling and Educ	3.0		
FSCN 4374 Research in Nutrition Science	3.0		

\*Prerequisites required for Course Entry

Course	Prerequisite
FSCN 3370*	CHEM 1412, CHEM 2323
CHEM 1412**	CHEM 1411
CHEM 2323**	CHEM 1411, CHEM 1412

#### FOR NON-NUTRITION MAJORS

**Additional sciences are required to meet the academic requirements of ACEND including:**

BIOL 2403 Anatomy and Physiology I - 4 hours  
 BIOL 2404 Anatomy and Physiology II - 4 hours  
 CHEM 1411 General Chemistry I - 4 hours  
 CHEM 1412 General Chemistry II - 4 hours  
 CHEM 2323 Organic Chemistry - 3 hours CHEM 2123 Organic Chemistry Lab - 1 hour  
 BIOL 2420 Intro Applied Microbiology - 4 hours  
 FSCN 3367 Food Science - 3 hours

## Appendix B



**Didactic Program in Dietetics (DPD) Course List Required Document for those in a DPD Program  
To Be Completed by the DPD Program Director and Uploaded by Applicant in DICAS**

<b>DPD Program Institution Name:</b>	Sam Houston State University
<b>DPD Director name and email:</b>	Linda Fergus, PhD RD LDN; lgf011@shsu.edu
<b>Catalog Year and Website for Course Catalog:</b>	2025-2026 Plan of Study <a href="#">Bachelor of Science, Major in Food Science and Nutrition</a>
<b>Date Completed by DPD Director:</b>	8/11/2025

DPD Professional Courses	DPD Science Courses
FSCN 1441 Food Preparation and Selection	CHEM 1411 General Chemistry I
FSCN 2362 Nutrition	CHEM 1412 General Chemistry II
FSCN 3329 Nutrition through the Lifespan	CHEM 2323 Organic Chemistry I: Lecture
FSCN 3330 Professionalism in Dietetics	CHEM 2123 Organic Chemistry I: Lab
FSCN 3339 Community Nutrition	BIOL 2403 Human Anatomy
FSCN 3445 Quantity Food Pur, Prep, Serv	BIOL 2404 Human Physiology
FSCN 3367 Food Science	BIOL 2420 Intro. Applied Microbiology
FSCN 3370 Nutritional Pathways	
FSCN 3380 Advanced Nutrition	
FSCN 4360 Clinical Dietetics I	
FSCN 4361 Clinical Dietetics II	
FSCN 4370 Adv Food Sys Org & Mgmt.	
FSCN 4371 Nutrition Assessment	
FSCN 4372 Nutrition Counseling and Education	
FSCN 4373 Cultural Food Practices	
FSCN 4374 Research in Nutrition Science	
MATH 1370 Intro to Biomedical Statistics	
PSYC 1301 Introduction to Psychology	
PSYC 3374 Developmental Psychology	
COMS 3385 Communication	
MGMT 3310 Principles of Management	

Appendix C



Food Science and Nutrition Program  
Volunteer Service Log

Date	Organization	Details of your activities	Required Yes/No	Total # of hours	Site Supervisor Signature

Student:

## Appendix D

### Statement of Student Accountability – 2025-2026 FSCN Didactic Program in Dietetics at SHSU

Please sign below to acknowledge that you understand and will abide by the policies and procedures in the Student Handbook for the Didactic Program in Dietetics and the SHSU Undergraduate catalog for Food Science and Nutrition.

I acknowledge that I am responsible for understanding and abiding by the policies and procedures described in the 2025-2026 Student Handbook for the Didactic Program in Dietetics and the Sam Houston State University Undergraduate Catalog for my declared major in Food Science and Nutrition. I agree to comply with these policies and procedures and accept the consequences that could result in the dismissal at any time from the Didactic Program in Dietetics. The handbook is available for download on the program website. This form will be placed in the student file maintained by the FSN-DP Director. Any question regarding the content of the handbook should be discussed with the FSN-DP Director.

All students must access and sign this form using this link. It requires your SHSU account sign-in. We look forward to working with you in the SHSU Food Science and Nutrition – Didactic Program in Dietetics.

[Click to sign here.](#)

## SHSU ACADEMIC REQUIREMENTS AND POLICIES

For a comprehensive list of Sam Houston State University's student academic requirements and policies, go to the online version of the university's and the Division of Academic Affairs' [Policies and Procedures](#).

### [Academic Good Standing](#)

### [Academic Grievance Procedures for Students](#)

### [Academic Honesty](#)

### [Academic Probation, Suspension, Dismissal, and Termination](#)

### [Courses and Grades Applied to Degrees and Certificates](#)

### [Resignation](#)

### [Student Code of Conduct](#)

### [Student Grievance Procedures](#)

### [Student Absences on Religious Holy Days](#)

### [Students with Disabilities](#)

### [Title IX and Discrimination](#)

### [Student Privacy Information \(FERPA\)](#)

**Certification Statement:**

The food science and nutrition undergraduate program handbook containing the criteria, expectations, and standards for students majoring in the FSCN program has been reviewed and approved by the reviewer(s) listed below, and from the date of this document until superseded.

Original Date Approved: August 28, 2025  
Reviewers: Texas State University System (TSUS) The Office of Legal Counsel  
Sam Houston State University (SHSU) The Office for Academic Affairs  
Chair, The Department of Human Sciences, College of Health Sciences  
Program Coordinator, Food Science and Nutrition

Review Cycle: Annually  
Review Date: Summer 2026

APPROVED BY:

*Sumanth Yenduri*  
Dr. Sumanth Yenduri  
Provost and Senior Vice President for Academic Affairs

10/27/2025  
Date