,Department of Health Science and Human Ecology (HSCI)
Nutrition and Food Sciences
Didactic Program in Dietetics (DPD)
Policy on
Requirements for Issuing a Verification Statement

A graduate with a bachelors degree, who has completed nutrition, dietetic, and food science courses from a non-ACEND accredited DPD, may request to receive a Verification Statement (VS) indicating that they met all the requirements for DPD at CSUSB. Courses taken at a different university must be reviewed by the CSUSB DPD Director to determine equivalency. The VS from the DPD allows graduates to apply and complete a supervised-practice program [dietetic internship (DI), individualized supervised-practice pathway (ISPP) program]. The DPD Director at CSUSB will review the transcripts, course descriptions and syllabi following the CSUSB DPD prior learning policy; and any courses considered to be deficient may be taken at CSUSB before a Verification Statement is issued. After satisfactory completion of all required DPD courses and receipt of an official transcript from the institution(s), the DPD Director at CSUSB may issue the Verification Statement for DPD. If all requirements are successfully completed, five originals of the VS for DPD will be sent to the graduate. Since the recipient of VS from CSUSB DPD is considered to be a "graduate" of CSUSB DPD program, the graduates are expected to successfully complete a supervised-practice program and the registration exam administered by the Commission on Dietetic Registration (CDR).

Requirements for Verification Statement from the DPD:
1. Complete all lower division DPD courses or their equivalents with a grade of C or better;
2. Complete all upper division DPD courses or their equivalents with a minimum grade of B-;
3. Have a minimum overall GPA of 2.8;
4. Complete a Bachelors degree (does not have to be in nutrition and dietetics);
5. Complete a Request Form for Verification Statement and submit to DPD Director.

Note: The DPD Director may require the student to retake courses if it is determined that they are not equivalent to that offered at CSUSB or if they were taken more than five years prior to the start of DPD program courses at CSUSB.

Lower-division courses (54 quarter units)

Math 110*	College Algebra (4)
COMM 120*	Oral Communication (4)
ENG 107*	Advanced First-year Composition (4)
PSYC 100* OR	Introduction to Psychology (4)
SOC 100*	The Study of Society
CHEM 205*	General Chemistry (5)
CHEM 206	Organic Chemistry (5)
CHEM 207	Biochemistry (5)
BIOL 220	Microbiology (5)
BIOL 223	Anatomy and Physiology 1 (5)
BIOL 224	Anatomy and Physiology 2 (5)
HSCI 120*	Health and Society: An Ecological Approach (5)
HSCI 225	Introduction to the Dietetic Profession (1)
HSCI 244	Introduction to Culinary Arts (2)
HSCI 273	Software Application in the Health Sciences (4)

Upper-division Requirements (63 quarter units)

HSCI 315	Statistics for Health Sciences (4)
HSCI 345	Advanced Food Science (5)

HSCI 350	Principles of Nutrition (4)
HSCI 365	Nutrition Throughout the Life Cycle (4)
HSCI 384	Nutrition Assessment and Research Methodology (4)
HSCI 441	Nutritional Biochemistry and Metabolism (4)
HSCI 442	Advanced Human Nutrition (4)
HSCI 443	Medical Nutrition Therapy I (4)
HSCI 444	Medical Nutrition Therapy II (4)
HSCI 445	Community Nutrition (4)
HSCI 446	Senior Seminar in Dietetic Education (1)
HSCI 465	Foodservice Production and Procurement (5)
HSCI 467	Foodservice Systems Management (4)
MGMT 302 or PSCY 302	Management and Organizational Behavior (4)
NSCI 306	Expository Writing (Natural Sciences) (4)

Four units of elective: Upper division HSCI courses 300, 400, or 500 level except HSCI 342 and 399

The DPD Director will review course syllabi and transcripts and certify each student applying for the VS has met the DPD curricular, B- or better for course grade requirement, and overall GPA requirement.

To be considered for VS from CSUSB, the student must submit the following to DPD Director:
1. A letter requesting an evaluation of transcripts;
2. A copy of official transcripts from all colleges and universities attended;
3. A description and syllabus for all DPD courses listed above.

Please notify the DPD Director before submitting the above information for consideration for the VS in the event that additional information may be required.

Dorothy Chen-Maynard, PhD, RD, FAND
DPD Director,
Coordinator, Nutrition and Food Sciences Program
Department of Health Science
California State University
5500 University Parkway
San Bernardino, CA 92407

Phone: 909 537 5340
FAX: 909 537 7037
Email: dchen@csusb.edu

Prior Learning Policy for CSUSB DPD:

In an effort to individualize didactic experiences for students who come with prior coursework and/or experiential learning, it is the policy of the CSUSB Didactic Program in Dietetics (DPD) to acknowledge appropriate substitutions where indicated.

The DPD Director will assess each case on an individual basis. Requests must be submitted with ample time to fully assess the adequacy of the proposed substitution. Substitutions are reserved for students in unique and/or unusual situations (e.g. returning students, students completing studies off-campus, students seeking a Verification Statement post-graduation) and are not intended as a typical replacement of the DPD Minimum Academic Requirements. In most instances these substitutions will not be on CSUSB transcripts; and for any courses not accepted by DPD, students must fulfill requirements for the major.

- Students seeking a course substitution will contact the DPD Director a minimum of two months in advance of the start of the required course. Students will be required to submit proof of prior coursework and/or proof of experiential learning as deemed appropriate by the DPD Director. In most cases, transcripts for domestic students and evaluated transcripts for international education programs. Description and syllabi for the courses to be substituted may be requested by DPD Director in order to complete the assessment.
- The DPD Director will review submitted information and assess it for evidence of fulfilled knowledge requirements and learning outcomes. If partial fulfillment is determined, The DPD Director may propose additional activities needed to completely fulfill the requirements and learning outcomes. The combination of activities and course work may be used to completely fulfill requirements.
- If the substitution for courses is approved, the DPD Director will indicate it on the program course list with a statement of approval. This list and statement will be kept in the student's DPD file as proof of completion and referred to as needed during the transcript evaluation process for issuing a Verification Statement. The student will also be notified of the decision after completion of the evaluation process.
- For students applying to supervised practice programs (ISPP), the DPD Director and ISPP academic instructor will approve the supervised-practice hours accepted based on the evidence and support material submitted with forms 2 and 3. The forms and approved documents will be kept in the student's DPD/ISPP file.