

# **DIETETICS OPTION**

  

# **STUDENT HANDBOOK**

Department of Human Nutrition, Food and Animal Sciences

College of Tropical Agriculture and Human Resources

University of Hawai`i at Manoa, Honolulu, Hawai`i

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## Welcome

Welcome to the Dietetics Program in the Department of Human Nutrition, Food and Animal Sciences - the only dietetics program offered within the State of Hawaii. The Dietetics Program is one of two options, the other is: Human Nutrition.

<b>University of Hawaii at Manoa</b>		
<b>College of Tropical Agriculture and Human Resources</b>		
<b>Department of Human Nutrition, Food and Animal Sciences</b>		
<b>Dietetics</b>	<b>or</b>	<b>Human Nutrition</b>

This handbook was prepared for students interested in majoring in the field of Dietetics and interested in becoming a registered dietitian (RD). Registered dietitians apply the science of food and nutrition to daily living and good health. For many federal/state agencies, hospitals and universities providing nutrition services, a registered dietitian is the required professional. There are many specialized areas in this field.

### Specialized Areas in Dietetics- 2009-2010 Dietetic Practice Groups:

(For further information check out: [http://www.eatright.org/cps/rde/xchg/ada/hs.xsl/career\\_481\\_ENU\\_HTML.htm](http://www.eatright.org/cps/rde/xchg/ada/hs.xsl/career_481_ENU_HTML.htm))

Behavior Health Nutrition	Nutrition Education for the Public
Clinical Nutrition Management	Nutrition Educators for Health Professionals
Consultant Dietitians in Healthcare Facilities	Nutrition Entrepreneurs
Diabetes Care and Education	Nutrition in Complementary Care
Dietetic Educators of Practitioners	Oncology Nutrition
Dietetic Technicians in Practice	Pediatric Nutrition
Dietetics in Physical Medicine and Rehabilitation	Public Health/Community Nutrition
Dietitians in Business and Communication	Renal Dietitians
Dietitians in Nutrition Support	Research
Food and Culinary Professionals	School Nutrition Services
Healthy Aging	Sports, Cardiovascular, and Wellness Nutritionists
HIV/AIDS Dietetic Practice Group	Vegetarian Nutrition
Hunger and Environmental Malnutrition	Weight Management
Management in Food and Nutrition Systems	Women's Health
Medical Nutrition Practice Group	

The American Dietetic Association (ADA) is one of the major professional organizations for dietetic practitioners. The purpose of the Association is the promotion of optimal health and nutritional status of the population through the provision of direction and leadership for quality dietetic practice, education, and research. Currently, there are about 70,000 ADA members in the United States. The majority of members are R.D.'s.

***Note: Every effort has been made to insure that the material in this handbook is accurate, up-to-date and complete. However, occasionally errors and changes occur. It is always a good idea to double check with your advisor before taking any course, which is one of the reasons the department requires mandatory advising of all students. For those not yet in the program who would like to make sure they are on the right track please feel free to contact the program director.***

## **Exciting Careers in Dietetics**

A career in dietetics can be exciting! Some graduates work in business, selecting and marketing food products to meet the needs of specific populations. Others work with healthy or ill people guiding them nutritionally towards better health, or in the case of athletes, towards peak performance.

Clinical dietitians work in hospitals, clinics, physicians' offices, and nursing homes. These dietitians work as members of the health care team with doctors, nurses and pharmacists to help people who are ill. They also teach nutrition concepts to healthy groups and individuals, including children, pregnant women and the elderly. Many have established private practices.

Community dietitians work in areas of public health such as the Supplemental Food Program for Women, Infants, Children Program (WIC), and the State Departments of Health. They facilitate better health by promoting and teaching good eating practices to the public.

Administrative dietitians direct the food service operations in hospitals, nursing homes, schools, universities, business and industry, restaurants, and correctional institutions. These professionals plan nutritious and attractive menus, purchase foods, control large food service budgets, and manage food service workers.

Other dietitians conduct research in nutrition in health and disease, develop new food products, promote nutrition through radio, television and written media, or teach nutrition and food service management at the college and university level.

## **Becoming a Registered Dietitian**

To become a registered dietitian, the successful completion of these components is required:

1. An accredited/coordinated program (CP) **or** an approved didactic (instructional) program. A Bachelor's degree is acquired upon completion of this program.
2. Dietetic internship
3. The Dietetic Registration exam.

The Didactic Program in Dietetics at University of Hawaii-Manoa is currently granted Accreditation by the Commission on Accreditation for Dietetics Education of The American Dietetic Association, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, Telephone: 312/899-4876. It prepares students with the knowledge base for a dietetic internship and/or graduate school. An ADA accredited internship or a minimum of 900 hours of appropriate work experience is required for eligibility to take the Dietetic Registration Examination. The purpose of registration is to protect the nutritional health, safety and welfare of the public by encouraging high standards of performance of persons practicing the profession of dietetics. The computerized exam is offered on a regular basis in Hawai'i during the year. Exam questions cover six areas: normal nutrition, clinical nutrition, community nutrition, management, food service, and food science. After completing an internship, the student is "RD eligible." Only after successfully passing this exam can the student become an RD.

### **Feedback from past students (now registered dietitians!) that graduated from the UH Manoa dietetics program:**

“Courses- great variety and applicable to field of dietetics and internship.”

“Faculty- very supportive, variety of backgrounds and individual strengths.”

“At our internship orientation I felt the UH students really had a better grasp on MNT.”

“I feel like I was well prepared and that I am lucky to have attended UH. Thanks.”

To maintain RD status, a fee of \$220.00 is paid to the Commission of Dietetic Registration (CDR). American Dietetic Association (ADA) membership dues are \$220.00 per year. R.D.'s do not need to be members of ADA to be registered, but membership is encouraged. Member benefits include:

- Access to the *Journal of the American Dietetic Association* and other information, which features current food and nutrition research and practice information as well as national ADA news.
- Access to *Daily News* featuring top news stories related to nutrition
- Membership in your state dietetics association
- Membership in 29 professional interest practice groups Dietetic Practice Groups (DPGs).
- Member of ADA's National Referral System, which serves consumers looking for nutrition counseling services
- Member discounts on many publications, continuing education opportunities and the Annual meeting
- Professional liability insurance at economical rates
- Medical and life insurance programs at reduced rates
- ADA-sponsored MasterCard and Visa
- Personal loans at competitive rates
- Car rental at reduced group rates

After obtaining an RD, seventy-five clock hours of approved continuing education in the field over a five-year period is also required. Approved continuing education activities include conferences, workshops, seminars, academic coursework, and other learning experiences.

## **Admission into the University of Hawaii Dietetics Program**

Undergraduate students interested in dietetics may apply either as freshmen, as upperclassmen, or as transfer students at any time of the year once admission requirements are met. Students must have a minimum GPA of 2.8. They must also have completed the following courses: MATH 140, CHEM 161/L, CHEM 162/L, PHYL 141/L, PHYL 142/L, and FSHN 185. FSHN 185 must be completed with a grade of "B" (not B-) or better and all other courses with a grade of "C" (not C-) or better. **All course requirements are as stated in the Dietetic Student Handbook at the time you are accepted into the UHM dietetics program.** Please note that this is a very heavy load especially if you are new to the UH campus. Dietetics is a profession where you are expected to be self motivated, to work hard, and do what is necessary to accomplish your goals. Pace yourself accordingly, possibly taking several courses during the summer.

**Note to incoming Freshmen:** If you would like to become an Registered Dietitian, our faculty advisors are happy to meet and encourage you to facilitate the smoothest transition possible into the dietetics program. You will be expected to complete all admission requirements within three semesters before being formally accepted into the dietetics program.

## **Mission of the University of Hawaii Dietetics Program**

The mission of the dietetics option is to provide a high quality, broad based, didactic education with in-depth experiences in the sciences, management and business that serves as the knowledge base for the required post-baccalaureate experience component needed to become a RD.

**Goals of the dietetic program include:**

### **Program goal #1**

To provide quality undergraduate didactic instruction for successful admission into accredited dietetic internships or institutions of higher learning for pursuit of a career in the profession of nutrition or a related field.

### **Program goal #2**

To prepare graduates to demonstrate a commitment to community service.

## Dietetics Program Requirements

The dietetics program is based on requirements mandated by the College and University requirements and the Standards of Education of the ADA. Due to the large number of required courses, especially those courses that have prerequisites, scheduling can be challenging. As an entering freshman you can complete the dietetics undergraduate program at the University of Hawai'i in four years if you closely follow the course sequence outlined in Exhibit A. This plan specifies all required coursework including the University undergraduate core requirements. Many of the courses required in the first two years are offered at the community colleges. A prerequisite and semester course-offering guide is included as Exhibit B. This shows which courses are offered each semester and the prerequisites for each course. It is important to complete courses in sequence so that by the time you reach the upper level courses all prerequisites have been taken. Exhibit C describes the core requirements in more detail.

## Liability and Travel Insurance

Liability insurance provides protection to students from any injury they may cause or are alleged to have caused to others. Dietetic students participating in community or hospital work experiences are required to purchase at least \$1,000,000 worth of liability insurance or certify that they are covered by the liability insurance policy of the cooperating agency or firm. Marsh Affinity Group Services provide \$1,000,000 or \$3,000,000 worth of liability insurance for an annual fee of about \$35. The Department has no relationship with this firm. The applications are provided by the department for convenience only. Students are responsible for transportation to and from work sites. Individual health and travel insurance are strongly recommended.

## Financial Assistance

The University offers some financial assistance. Nutrition scholarships are also available, however, most are for Juniors or Seniors with a grade point average above 3.0. Check the Department of Human Nutrition, Food and Animal Sciences website: <http://www.ctahr.hawaii.edu/hnfas/>. The Scholarship link is listed on the left side of the home page.

## Useful WEB Sites for Students Entering into the University of Hawai'i

- **University of Hawai'i Home page** <http://www.hawaii.edu/>  
Selecting "UH Information" will open all information and related information for new students covering how to apply, financial aid, catalog, transfer credit search, new database, on-campus activities, housing (dorms), parking, etc.  
**UH Manoa General Catalog** <http://www.catalog.hawaii.edu/>
- **My UH** <http://www.hawaii.edu/myuh/manoa>  
This site allows for on-line registration of classes. A schedule of classes as well as class availability is also provided.  
**Star site** is where you can access your transcripts. <http://www.star.hawaii.edu:10012/studentinterface/login.jsp>
- **College of Tropical Agriculture and Human Resources' Home Page** <http://www.ctahr.hawaii.edu/ctahr2001/>  
Selecting "Academic and Student Affairs" will open all the programs up for students interested in all that CTAHR has to offer for Undergrad and Graduate Programs, financial aid/scholarship information, course requirements, and information on who we are, Department, Faculty and Staff as well as publications and research projects.
- **Department of Human Nutrition, Food & Animal Sciences (HNFAS)** <http://www.ctahr.hawaii.edu/hnfas/>  
This site shows the different programs, courses and resources available within the HNFAS department.
- **General Education** – Core requirements and class listing <http://www.hawaii.edu/gened/>
- **Transfer of Credits, Admissions & Records** – <http://its06.its.hawaii.edu:9287/>  
This website shows information on residency requirements and how your credits transfer into UH Manoa. Also you can view the UH catalog at this site.
- **American Dietetics Association** <http://www.eatright.org>  
This site is the home site for 70,000 nutrition professionals, mostly Registered Dietitians. It provides information about the American Dietetic Association, its journal, dietetic registration, dietetics education, and member benefits.
- **Hawai'i Dietetic Association** <http://www.eatrighthawaii.org/>  
This site represents Hawai'i's largest organization for nutrition professionals. Jobs are also listed.

**Exhibit A**  
**DIETETICS MAJOR**  
**Course of Study 2009-2010**

FALL

SPRING

**First Year**

PHYL 141-141L***	Human Anat & Physiol	4	FSHN 185 <sup>1</sup>	Science of Hum Nutr.	3
<i>Global &amp; Multicultural Perspective Core</i> □		3	PHYL 142-142L <sup>2***</sup>	Human Anat.& Physiol.	4
CHEM 161-161L <sup>1**</sup>	General Chemistry I	4	<i>Global &amp; Multicultural Perspective Core</i> □		3
ENG 100 <sup>1</sup>	Composition I	<u>3</u>	CHEM 162-162L <sup>1</sup>	General Chemistry II	4
			<i>Symbolic Reasoning Core</i> □	(Math 140 or higher)	<u>3</u>
	Total		14	Total	17
Total Credit Hours		<u>31</u>			

**Second Year**

BIOL 171-171L <sup>1</sup>	Intro to Biology I	4	FSHN 370	Nutr.	
Through Life Span□		3	FSHN 181-181L****	Chem Nature of Food	4
<i>Arts, Humanity &amp; Literature Core</i> □	<i>Speech 151 or 251</i>	3	MBBE 375	Fund. Principals of Biochemistry	
CHEM 272*	Organic Chemistry I	3	<i>Arts, Humanity &amp; Literature Core</i>		
4			<u>3-4</u>	FSHN 389 (W)	Nutritional
FSHN 350(E) <sup>2</sup>	<i>Ethical Issues</i> □	3	3-4		
3 ICS 101 and 101L*****	Tools for the Info	<u>2</u>			
Assessment			16		
	Total	16			
Total		16			
Total Credit Hours		<u>32</u>			

**Third Year**

FSHN 381 (W)	Experimental Foods	4	FSHN 486	Nutritional Biochemistry II	
FSHN 485	Nutritional Biochemistry	3	PSY 100	Intro to Psychology	
3			BIOL 340 (E) or	Genetics, Evolution and Soc	
FSHN 322	Marketing Food and Nutrition	3	CMB 411	Human Genetics	
3			<u>3</u>	Elective	
NREM 310	Stats in Ag & Hum Resources	3		Cultural Anthro	
3				SOC 100	
FSHN 440*****	Food Safety			BUS 315 or	Mgt. & Org. Behavior
3					
	ANTH 200 <sup>1</sup> or			TIM 369 I or FSHN 311	Restaurant , Club Mgmt
3				16	
Intro to Sociology			Total		
<u>3</u>			18		
Total		18			
Total Credit Hours		<u>34</u>			

**Fourth Year**

FSHN 467	Medical Nutr. Therapy I	3	FSHN 468 (W)	Medical Nutr. Therapy II	3
FSHN 469 (O)	Nutr. Counseling Skills	2	FSHN 492 (W)	Internship	4
FSHN 451 (W)	Community Nutrition	3	FSHN 480	Nutrition, Exercise & Sports	3
FSHN 312-312L	Quantity Food & Inst. Purch	4		HI, Asian & Pacific Core	
		3			
PHRM 203 <sup>1</sup>	General Pharmacology	<u>3</u>	FSHN 452 (W)	Concepts in Nutrition Ed.	<u>3</u>
	Total	15		Total	
	16				
Total Credit Hours		<u>31</u>			

**Total Credit Hours Required for Graduation: 128**

□ Core requirements on p.8 or go to Website [http:// www.hawaii.edu/gened](http://www.hawaii.edu/gened) 2<sup>nd</sup> degree students need no CORE except *Hi, Asian and Pacific Issues*  
 Students interested in working with diverse cultural groups or international work are encouraged to take the language series.

W = Writing Intensive Course (5 courses are required. 2 courses must be 300 level or above. Second Degree Students need only 2 Writing Intensive courses.) O = Oral Communication Core. E = Ethical Issues Core.

\* Offered at Kapiolani Community College fall semester

\*\* Placement exam is necessary before entrance into class. A strong math base is helpful.

\*\*\* PHYL 301-301L can be substituted. PHYL 302-302L prerequisite is PHYL 301-301L. PHYL 141 is ZOOL 141 at KCC.

\*\*\*\* Basic food science courses offered at Community Colleges may be equivalent to FSHN 181-181L. Check with your advisor.

FSHN 181-181L is offered at UH Manoa summer session 2009. At KCC, FSHN 185 is FSHE 185

\*\*\*\*\* ICS 101 and Lab is offered for 3 credits in community colleges

\*\*\*\*\* Can substitute Micro 130/140 but make sure you have 60 credits or more of upper credit courses needed for graduation.

1 Offered at Honolulu (HCC), Kapiolani (KCC), Leeward (LCC) or Windward (WCC) Community Colleges.

2 This course is required if the E-focus course requirement is not completed before entry into the FSHN department.

**Exhibit B**

**PREREQUISITES AND SEMESTER OFFERING OF COURSES  
 FOR THE DIETETICS OPTION 2009- 2010**

*(If the semester is blank the course is offered both semesters.)*

**I. Required FSHN Core Courses**

<u>Course No.</u>	<u>Title</u>		<u>Semester</u>	<u>Credits</u>	<u>Offered</u>
<b>Prerequisites</b>					
FSHN 181-181L	Chemical Nature of Food	3, 1			
FSHN 185	The Science of Human Nutrition	3			
FSHN 381 (W)	Experimental Foods		3, 1F		Chem 272 or CHEM 152, FSHN 181/L
FSHN 311	Restaurant & Club Mgmt.	3	S		FSHN 181
FSHN 312	Quantity Foods and Inst. Purchasing	4	F		FSHN 181
FSHN 350 (E)	Hum, Fd, & Animal: Iss, Eth, Contr.	3	F		FSHN 181 or 185:or ANSC 200 or 201
FSHN 370	Nutrition Throughout the Lifespan	3	S		PHYL 142-142L, grade C in Chem 161/L & grade B in FSHN 185
FSHN 389 (W)	Nutritional Assessment	2	S		FSHN 185, FSHN 370 (corequisite)
FSHN 451 (W)	Community Nutrition	3	F		FSHN 370, NREM 310, Senior standing in dietetics
FSHN 452 (W)	Concepts in Nutrition Education	3	S		FSHN 451
FSHN 467	Medical Nutr. Therapy I	3	F		FSHN 486
FSHN 468 (W)	Medical Nutr. Therapy II	3	S		FSHN 467
FSHN 469 (O)	Nutrition Counseling	2	F		FSHN 467 or concurrent
FSHN 485	Nutritional Biochemistry I	3	F		ENBI 402 or MBBE 375 and ZOO 142, 142L
FSHN 486	Nutritional Biochemistry II	3	S		FSHN 485
FSHN 492 (W)	Internship	4			Senior standing in dietetics

**II. Required UH Supporting Courses for Dietetics**

<u>Course No.</u>	<u>Title</u>		<u>Only</u>	<u>Credits</u>	<u>Offered</u>	<u>Prerequisites</u>
BIOL 171- 171L	Introduction to Biology I	3, 1				
BIOL 340 (E) or CMB 411	Genetics, Evolution and Society Human Genetics	3	S			BIOL 171-171L BIOL 171-171L
BUS 315 or FSHN 311	Mgt. & Org. Behavior Restaurant and Club Mgmt.	3				NREM 310 FSHN 181
TIM 369I	Restaurant Management	3	F			FSHN 181
CHEM 161-161L	General Chemistry I & Lab	3, 1				
CHEM 162-162L	General Chemistry II & Lab	3, 1				CHEM 161
CHEM 272	Organic Chemistry	3				CHEM 162
FSHN 312-312L	Quantity Food Production	3	F			FSHN 181-181L
FSHN 322	Marketing Nutrition and Food	3	F			FSHN 185, FSHN 181-181L, FSHN 312-312 L
FSHN 440	Food Safety	3	F			FSHN 181-181L, BIOL 171-171L
FSHN 480	Nutrition in Exercise and Sports	3	S			FSHN 185
ICS 101 & 101L	Tools for the Informational Age	3, 1				

MICRO 130, 140	General Microbiology	3, 2		
MBBE 375 <b>or</b>	Fund/Principles of Biochemistry	4	S	CHEM 162; CHEM 272
MBBE 402	Principles of Biochemistry	3	S	CHEM 162, CHEM 272
NREM 310	Stats in Ag. & Human Resources	3		
PHARM 203	General Pharmacology	3	F	PHYL 142-142L
PHYL 141-141L <b>or</b>	Human Anatomy & Physiology	3, 1	F	
PHYL 301-301L	Human Anatomy & Physiology	4, 1		
PHYL 142-142L <b>or</b>	Human Anatomy & Physiology	3, 1	S	PHYL 141, 141L
PHYL 302-302L	Human Anatomy & Physiology	4, 1		PHYL 301-301L
PSY 100	Introduction to Psychology	3		
SOC 100 <b>or</b>	Introduction to Sociology	3		
ANTH 200	Cultural Anthropology	3		
SP 151 <b>or</b>	Personal and Public Speech	3		
SP 251	Principles of Eff. Public Speaking	3		

## Exhibit C

### Approved UHM Foundations Courses – UHM Core Requirements

A complete course list is available online at [www.hawaii.edu/gened](http://www.hawaii.edu/gened)

#### Written Communication (FW) (3 credits)

- English 100
- English 100A
- English 190
- English Language Institute 100

#### Symbolic Reasoning (FS) (3 credits)

- Business 250
- Economics 301
- Information Computer Science 141
- Information Computer Science 241
- Math 100
- Math 100A
- Math 111
- Math 112
- Math 140
- Math 203
- Math 215
- Math 215A
- Math 241
- Math 241A
- Natural Resources & Environmental Management 203
- Philosophy 110
- Philosophy 110A
- Philosophy 111

Note: "A" courses are offered by the selected Studies/Honors Program

#### Global & Multicultural Perspectives (FG) (2 courses, 6 credits)

Students must take two courses, each from a different group.

##### Group A (early)

Anthropology 151  
Art 175  
History 151  
History 161A  
WS 175

##### Group B (modern)

American Studies 150  
Anthropology 152  
Art 176  
Geography 102  
History 152  
History 155  
History 162A  
WS 176

##### Group C (early to modern)

Botany 105  
Geography 151  
Languages, Linguistics and Literature 150  
Music 107  
Religion 150

IMPORTANT message for students: **Diversification courses must come from different departments than the courses used to satisfy the Foundations Global & Multicultural Perspectives requirement.** For example, a student who takes ANTH 151 and ART 176 for his/her FG requirement, cannot use Anthropology or Art courses to satisfy his/her Diversification requirement.

## Exhibit C

### GENERAL EDUCATION UPDATE: APPROVED COURSES

*A complete course list is available online at [www.hawaii.edu/gened](http://www.hawaii.edu/gened)*

#### Dietetic Programs Required Courses

<b>Diversification (19 credits)</b>	
Arts (DA), Humanities (DH), & Literatures (DL): 6 credits From two areas	Speech 151 or Speech 251 (DA) *Need one more class
Biological Sciences (DB), Physical Sciences (DP), Sciences Laboratory (DY): 7 credits	The required science courses in the dietetics curriculum will cover this requirement.
Social Sciences (DS): 6 credits from two departments	Soc 100 <b>or</b> Anthro 200 and Psy 100 (All are DS)

### ● UHM Graduation Requirements

<b>Focus (course requirement)</b>	
Requirement	
Contemporary Ethical Issues (E): one course	FSHN 350
Hawaiian, Asian, & Pacific Issues (H): one course	
Oral Communication (O): one course	FSHN 469
Writing Intensive (W): five courses	FSHN 281, FSHN 451, FSHN 452, FSHN 389, FSHN 468, FSHN 492

**Notes:** **Second Language (competence at the 202 level)** Not required for HNFAS students.  
**Designation of Writing Intensive courses may change from year to year.**

### Taking Courses at Oahu Community Colleges

Many of Oahu's Community Colleges offer a variety of courses required by the dietetics curriculum. In addition, parking is free! You might decide to attend a community college first, but keep in mind that there are approximately 2 years of required upper division courses that are available only at UH Manoa.

Go to [www.hawaii.edu/myuh/manoa](http://www.hawaii.edu/myuh/manoa) to access on-line registration. Scroll down to: "My UH Registration Information" and then to "My UH All-Campus Info Listing. You will be able to register on-line at 12 different campuses. On-line advisors and registration information at each of these campuses are also given.

## Dietetic Internships

The most common route to becoming a registered dietitian (RD) is completing a dietetic internship. Internships follow completion of a bachelor's degree program that meets the academic requirements of the ADA. The University of Hawai'i Food Science and Human Nutrition Department meets these requirements and issues a Bachelor of Science (B.S.) degree in Food Science and Human Nutrition.

A **Verification Statement** will be issued to you by the Program Director upon completion of your B.S. degree. This standardized form verifies that you have met the dietetic undergraduate academic requirements and is to be submitted with the internship application. If you have not completed your academic requirements when you apply for an internship, a **Declaration of Intent Form** will be given to you to accompany the application.

The ADA website ([www.eatright.org](http://www.eatright.org)) at "Accreditation & Credentialing" provides a list of accredited dietetic internships. The duration of these internships ranges from 6-12 months. Some are combined with master's degree programs. Also listed are distance education programs.

## Applying for an Internship - A Supervised Practice Program

As stated in the March 2009 issue of ADA's *Commission on Accreditation for Dietetics Education (CADE)* newsletter: "An analysis of data on dietetics programs from January 2007 through October 2008 showed that 3,795 individuals applied for 2520 internship positions, a shortage of 1275 sites or 33%. Effectively, one third of students paid for an education to become Registered Dietitians when there was no possibility of this ever occurring. Unfortunately, the situation is expected to only get worse." You must be prepared to be nationally competitive for internship placement. Applying for an internship requires a lot of preparation time. The good news is that UHM dietetic students who applied during the past academic year had an acceptance rate of 88% versus nationally at 66%.

The number of internships to which you may apply is not limited. However, before making your selections, you need to assess your qualifications realistically and apply accordingly. The internships that are in more favorable geographic locations or pay higher stipends and are better known, typically attract more applicants and are therefore more competitive. The cost per application ranges between \$50 and \$100.

It is highly recommended that you broaden your educational experience by applying to mainland internships. If it is a hardship to go away (leaving young children, for example) there is one distance dietetic internship program now available on Oahu, Sodexho. So far, all students have expressed overall satisfaction with their distance internship experience and all who have completed their internships have passed the RD exam. Be sure to also check out the distance internship listing at the end of the ADA list of internships website ([www.eatright.org](http://www.eatright.org)). New distance programs are added periodically.

Sodexho:

Home Site: New Boston, New Hampshire.

Directed nationally by Barbara Woodland. [www.dieteticintern.com/distance/index.htm](http://www.dieteticintern.com/distance/index.htm)

Sites: Sodexho managed hospitals- Hawaii, Kapiolani, Straub, and Queens Medical Centers.

Students accepted each year: 3

The American Dietetic Association conducted a survey of graduates of dietetic programs who received appointments to supervised practice programs. The survey helped to identify characteristics of successful applicants. Students who had been through the process reported that they wished they had known the following prior to the application process:

- acceptance to a supervised practice program is competitive

- good grades are essential
- relevant work experience is important and involvement in volunteer activities is also important

## **What are the characteristics of successful applicants?**

Although programs have varying selection criteria, applicants who received appointments to supervised practice programs had the following characteristics.

### **Grade point average**

- 79% had over 3.0 for all courses
- 89% had over 3.0 for food, nutrition, and management courses.
- 56% had 3.0 for biological and physical science courses.

### **Work Experience**

- 85% had more than one year of paid work experience.
- 54% had dietetics-related volunteer experience.
- 53% had worked with a registered dietitian.

### **What other characteristics do supervised practice program directors look for in applicants?**

- 87% use volunteer experience as a criterion.
- 96% require letters of recommendation.

It is important to get to know the FSHN department faculty members as soon as you can because you will most likely ask them to provide letters of reference. These letters are commonly specified as one being from the Plan V director, one from the food service professor and the other from an advanced nutrition professor. Often you will be asked to add an additional reference from your work experience. Your letters of reference should be detailed and give an accurate picture of who you are. Many internships will provide a standardized reference form in their application packet.

"Prior work experience" seems to determine who will get an internship if the G.P.A., references and letter of application are of similar quality. You need to develop a good work record in jobs related to dietetics and food service. Rather than taking classes in the summer, you might want to consider working or volunteering in a hospital, nursing home or restaurant as a diet aid or clerk, and/or in the production and service areas of a food service.

The dietetics faculty will assist you in assembling your application packet; however, the final responsibility rests with you. Your letter of application should present an articulate, dynamic picture of who you are. Internship applications should be neat and well written. It is particularly important to be able to state professional goals clearly and concisely. You should make sure that each application is filled out carefully. It is your responsibility to make sure that directions are followed, ample time allowed for references to be received, all materials submitted, and all deadlines met!

## **Undergraduate FSHN (Council) Student Club**

You are encouraged to join the Student FSHN Council for a nominal fee of \$5.00/semester. You will have a chance to meet other students in your major and have the opportunity to share information and good times. Often graduating seniors leave behind jobs/career opportunities that are now available to you. Visit the website at: <http://www2.hawaii.edu/~fshnnews/>

## Graduate Record Exam

Graduate Record Exam (GRE) scores are often required especially for combined internship/graduate programs. The GRE is administered at the University of Hawai'i. The cost is \$150. Only the 4-hour general test is given. Call 956-3454 for an appointment. You will be going to Queen Liliuokalani Center for Student Services. Tests are given Tuesday at 8:00 am and Wednesday and Friday at 12:30 p.m.

Make sure you allow plenty of time for your chosen internship to receive your GRE scores. It takes up to 3-4 weeks to process your scores. Scores are valid for 5 years.

You can take the GRE only once per calendar month. (It is good to have a score of over 1000 total for the verbal and math areas). Remember, **all** of your past and current GRE test scores are sent to the designated site(s). Prior to taking the exam, you will be asked what sites you wish to have your scores sent. Three sites can be chosen free of charge. There will be a cost of \$15.00 per site if you decide to have your scores sent later.

To prepare for taking the GRE you can purchase GRE practice books and software found at most bookstores. Go to Website: [www.ets.org/gre](http://www.ets.org/gre) for further information. You can download a GRE practice test for free.

### R.D. Exam.

The list of the currently approved test centers that provide the R.D. exam are given to each graduating intern in their last mailing, along with their authorization papers, to ensure they are provided with the most current test sites. The test sites are subject to change as new ones come on and some current ones are closed. Currently as of 6/01/07, Hawaii has the following test sites: Honolulu, Kahului and Kailua-Kona.

Contact Peggy Anderson at 800/877-1600, extension 4764 or via e-mail at [panderson@eatright.org](mailto:panderson@eatright.org) for further information.

## Applying for an Internship of AP4 Program - Suggested Time Frame

Applying for an internship involves extensive research, time and money. It is never too early to start preparing for this stage of your undergraduate education. It is important that you apply for an internship within 5 years upon completion of your didactic experience. If you wait longer, you will need to take a series of "refresher" courses.

### ▪ *Freshman to Senior Year:*

It is very important to maintain a cumulative GPA of 3.0 or better. It is also very important to make the effort to know your department faculty. Often they will be the individuals you will be depending upon to write your letters of recommendations. If you haven't already done so, start developing a résumé. Some internship/AP4 programs require a résumé as part of the application process. Give a resume to those who are writing a letter of evaluation for you. The information you provide will enable them to write a more in depth letter on your behalf. Be sure to ask for extra letters of evaluation in case you need to apply to more internships than you originally planned.

### ▪ *Sophomore to Junior Year:*

Research internship/AP4 programs to which you may want to apply. Ask returning students, faculty and community professionals for their opinions/suggestions. If a Graduate Record Exam score is required, check into when the exam is

offered. You might consider taking the exam in your Junior year in case you need to retake it. Go to the American Dietetics Website [www.eatright.org](http://www.eatright.org) and check out the available listing of internship sites.

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### **Fall Semester - Senior Year:**

Narrow your choices down to about 5-8 programs. Correspond with these programs and ask for more specific information, but before you do, read the fine print. Check to see if the programs that include a graduate degree require the taking of the Graduate Record Examination.

Gather your transcripts. Write to each college/university you have attended and request a copy of your transcripts. These transcripts are an important component of the total internship application packet. A transcript must document all college/universities attended.

#### ▪ ***Mid-February - Senior Year:***

Applications are due for the selected internship programs. Be sure that all required information is complete. **Declaration of Intent to Complete Degree** and/or **Verification** forms must be included in the application packets. These forms are obtained from the UHM program director and will be given to you after the first week of spring semester. By that time you will know exactly what courses are left to be taken. All application materials for each internship should be sent by certified mail so that you know they have been received.

You must also prioritize internship preferences at this time. The ADA internship selection process includes a computerized system that matches a student's choices (1, 2, 3, ...etc.) with the internship programs' choices for student interns. The matching process is administered twice a year by D&D Digital <http://www.dnndigital.com/>, a private computer firm. Their website gives directions for submitting the required materials. The cost to you is approximately \$50.

#### ▪ ***Mid-April- Senior Year:***

##### **Notification Day**

Applicant matching results for each applicant will be posted by D&D Digital on [www.dnndigital.com](http://www.dnndigital.com) from 12:01 am Central Time mid-April (or mid-November). This is the only source of notification. If you received a MATCH, the dietetic internship program will be listed. A MATCH means that using your priority choices and the dietetic internship priority choices, you have been selected to accept an appointment to the program. This dietetic internship is planning on your being a part of their internship program. Only one match can occur. No alternate matches are made.

##### **Appointment Day**

Appointment or acceptance day is always the Wednesday closest following the notification day. If the applicant was MATCHED to an internship program, she/he **must** call that program director on this date to confirm her/his appointment.

What if you do not receive a match? Please contact the dietetics program director and work together to determine the best plan of action.

**FOOD SCIENCE AND HUMAN NUTRITION FACULTY**  
**Agricultural Sciences III Building, 1955 East-West Road, Honolulu, Hawaii 96822**  
**Department Telephone: 956-7095, Department Fax: 956-4024**

**Joannie Dobbs, Ph.D., CNS**

Assistant Specialist

Phone: (808) 956-3845

E-mail: dobbs@hawaii.edu

Areas of expertise: Food composition, computer nutrient analysis, applied clinical nutrition, healthy journalism**Dian A. Dooley, Ph.D.**

Associate Professor

Phone: (808) 956-7021

Email: dian@hawaii.edu

Areas of expertise: Nutrition education, diet and behavior, Pacific Rim food toxicology, distance education via interactive media**Michael A. Dunn, Ph.D.**

Associate Professor

Phone: (808) 956-3837

Email: mdunn@hawaii.edu

Areas of expertise: Nutritional biochemistry, calcium metabolism and Vitamin D function, trace mineral metabolism, aluminum toxicity**Karen Hastings, MS, R.D.**

Lecturer

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Areas of expertise: Human nutrition**Alvin S. Huang, Ph.D.**

Associate Researcher

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Areas of expertise: Carbohydrate chemistry, food colorants**Wayne T. Iwaoka, Ph.D.**

Associate Professor

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Email: iwaoka@hawaii.edu

Areas of expertise: Food science**Soojin Jun, Ph.D.**

Assistant Professor

Phone: (808) 956-8283

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Areas of expertise: Food engineering and packaging**Cynthia Kahalewale, MPH, R.D., CDE**

Registered Dietitian and Lecturer

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Email: kahalewa@hawaii.edu

Areas of expertise: Medical nutrition therapy**Yong Li, Ph.D.**

Assistant Professor

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Email: liyong@hawaii.edu

Areas of expertise: Food Microbiology**Stuart T. Nakamoto, Ph.D., MBA**

Extension Economist and Professor

Phone: (808) 956-8125

Email: snakamo@hawaii.edu

Areas of expertise: Marketing of perishable products, agribusiness management, and agricultural economics**Rachel Novotny, Ph.D., R.D.**

Professor

Phone: (808) 956-3848

Email: novotny@hawaii.edu

Areas of expertise: Nutritional epidemiology, nutrition and growth, community and international nutrition, breastfeeding**Mark Segobiano, M.S., Certified Executive Chef**

Assistant Professor

Phone: (808)-956-8691

E-mail: marksego@hawaii.edu

Areas of expertise: Food, food service management and marketing**Anne C. Shovic, Ph.D., R.D.**

Associate Professor and Dietetics Program Director

Phone: (808) 956-3847

Email: shovic@hawaii.edu

Areas of expertise: Didactics, obesity, nutrition counseling**Maria Stewart, Ph.D.**

Assistant Professor

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Areas of expertise: Human nutrition, dietary fiber, intestinal health

**C. Alan Titchenal, Ph.D., CNS**

Assistant Professor

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Areas of expertise: Sports nutrition, energy balance, and assessment of food habits and food and nutrient intake

**Amy Tousman, MS, R.D.**

Lecturer

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Areas of expertise: Community nutrition

**Corilee Watters**

Assistant Professor

Phone: (808) 956- to be determined

Email: to be determined

Areas of expertise: Community nutrition