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

Anne Shovic, Ph.D., R.D., Program Director
Department of Human Nutrition, Food and Animal Sciences
Agricultural Sciences Building III (AGSCI)
1955 East West Road
University of Hawai`i, Honolulu, HI 96822
Tel: (808) 956-3847
Fax: (808) 956-4024
E-mail: shovic@hawaii.edu
Web Page: http://www.ctahr.hawaii.edu/hnfas/degrees/undergrad/FSHN.html#diet

Revised 06.01.2010
# TABLE OF CONTENTS

Revised June 2010

<table>
<thead>
<tr>
<th>Table of Contents</th>
<th>Page Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table of Contents</td>
<td>1</td>
</tr>
<tr>
<td>Welcome</td>
<td>2</td>
</tr>
<tr>
<td>Specialized Areas in Dietetics- Practice Groups</td>
<td></td>
</tr>
<tr>
<td>Exciting Careers in Dietetics</td>
<td>3</td>
</tr>
<tr>
<td>Becoming a Registered Dietitian</td>
<td></td>
</tr>
<tr>
<td>Mission and Goals of the University of Hawaii Dietetics Program</td>
<td></td>
</tr>
<tr>
<td>After Graduating from the University- Now What?</td>
<td>4</td>
</tr>
<tr>
<td>Maintaining RD Status</td>
<td></td>
</tr>
<tr>
<td>University of Hawaii Dietetic Program Requirements</td>
<td>5</td>
</tr>
<tr>
<td>Admission into the University of Hawaii Dietetics Program</td>
<td></td>
</tr>
<tr>
<td>Professional Portfolio</td>
<td></td>
</tr>
<tr>
<td>Evaluation</td>
<td>6</td>
</tr>
<tr>
<td>Grievance Procedures</td>
<td></td>
</tr>
<tr>
<td>Retention, Remediation and Disciplinary Action</td>
<td></td>
</tr>
<tr>
<td>Liability and Travel Insurance</td>
<td></td>
</tr>
<tr>
<td>Costs and Financial Assistance</td>
<td></td>
</tr>
<tr>
<td>Useful WEB Sites</td>
<td>7</td>
</tr>
<tr>
<td>Exhibit A, Dietetics Major - Suggested Course of Study</td>
<td>8</td>
</tr>
<tr>
<td>Exhibit B, Prerequisites and Semester Offering of Courses</td>
<td>9</td>
</tr>
<tr>
<td>Exhibit C, General Undergraduate Core Requirements</td>
<td>10</td>
</tr>
<tr>
<td>Taking Courses at Oahu Community Colleges</td>
<td>11</td>
</tr>
<tr>
<td>Dietetic Internships</td>
<td>12</td>
</tr>
<tr>
<td>Applying for a Dietetic Internship- a Supervised Practice Program</td>
<td></td>
</tr>
<tr>
<td>What are the Characteristics of Successful Applicants?</td>
<td>13</td>
</tr>
<tr>
<td>Undergraduate FSHN (Council) Student Club</td>
<td></td>
</tr>
<tr>
<td>Graduate Record Exam (GRE)</td>
<td>14</td>
</tr>
<tr>
<td>Applying for an Internship or AP4 Program - Suggested Time Frame</td>
<td></td>
</tr>
<tr>
<td>Food Science Human Nutrition Department Faculty</td>
<td>16</td>
</tr>
</tbody>
</table>
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. It is our wish that you find personal and professional growth and rewards as a dietetics student at the University of Hawaii (UH).

University of Hawaii at Manoa
College of Tropical Agriculture and Human Resources
Department of Human Nutrition, Food and Animal Sciences
Dietetics

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: 2010-2011 Dietetic Practice Groups: (See http://www.eatright.org)

| Behavior Health Nutrition | Nutrition Education for the Public |
| Clinical Nutrition Management | Nutrition Educators for Health Professionals |
| Diabetes Care and Education | Nutrition Entrepreneurs |
| Dietetic Educators of Practitioners | Nutrition in Complementary Care |
| Dietetic Technicians in Practice | Oncology Nutrition |
| Dietetics in Healthcare Communities | Pediatric Nutrition |
| Dietitians in Business and Communication | Public Health/Community Nutrition |
| Dietitians in Integrative and Functional Medicine | Renal Dietitians |
| Dietitians in Nutrition Support | Research |
| Food and Culinary Professionals | School Nutrition Services |
| Healthy Aging | Sports, Cardiovascular, and Wellness Nutritionists |
| Hunger and Environmental Malnutrition | Vegetarian Nutrition |
| Infectious Diseases Nutrition | 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 and 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, overweight 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 (supervised practice)
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: 800-877-1600 ext. 5400. It prepares students with the knowledge base for a dietetic internship and/or graduate school.

**Mission of the University of Hawaii (UH) Dietetic Program**

The mission of the dietetic program 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 UH 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.
The following outcomes are continuously being monitored to ensure high quality learning experiences and program effectiveness. So far these benchmarks have been met and surpassed by the UH Dietetic program.

a. Over a five-year period, 60% of our dietetic program graduates will apply to dietetics internships the academic year they complete the program.

b. Over a five-year period, 80% of those applying to dietetic internships will be accepted.

c. Over a five-year period, the pass rate for program graduates taking the Dietetic Registration Examination for the first time will be at least 80%.

Feedback from past students (RDs!) that graduated from the UH 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.”

After graduating from the university- now what?

After graduating from an accredited didactic program, an ADA accredited internship (supervised practice) for a minimum of 1200 hours 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.

Maintaining RD status

To maintain RD status, a fee is paid to the Commission of Dietetic Registration (CDR). American Dietetic Association (ADA) membership dues are also paid yearly. 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 Evidence Based Library and resources for Medical Nutrition Therapy
- Access to Daily News featuring top news stories related to nutrition
- Membership in your state dietetics association
- Membership in 28 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
- Long-term care, home owner, auto and life insurance programs at reduced rates
- ADA-sponsored MasterCard and Visa
- Policy initiative and advocacy voice in Washington and in the media

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.
University of Hawaii 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.

Admission into the University of Hawaii Dietetic 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 UH dietetics program. There is no time limit to complete these requirements. 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.

The department requires mandatory advising of all students, including dietetic students. Each semester dietetic students will consult with his/her advisor to review coursework and assess their academic progress. At the end of the junior year, students will be encouraged to be advised by the dietetics program director (if they are not already) to ensure program requirements are met for graduation and to facilitate the dietetic internship application process.

Note to Transfer students: Please meet with the dietetics program director to review prior coursework. Check online to the “Transfer of Credits” website within the UH Admissions and Records office to see how your courses transfer to UH. http://its06.its.hawaii.edu:9287/ Foreign students must have their transcripts evaluated from an outside credentialed agency. Check with the program director for an updated list.

Professional Portfolio

As students progress through the dietetics program they will be encouraged to develop, and continually update, a professional portfolio. A variety of material may be included such as: evidence of oral and written communication, ability to use technology, evidence of research skills, teamwork, critical thinking and problem solving ability.
Evaluation
Evaluation is a critical continuous process that is an integral component of the UH dietetic program. Faculty and students are each given opportunities to offer their input. Constructive suggestions and recommendations are always encouraged. A variety of mechanisms exist to ensure that this evaluation process takes place:

1. At the end of each dietetic required course, students will be given the opportunity to evaluate the instructor’s performance and the course itself.
2. Students have the right to give input to the given professor, student advisor, dietetics program director, department chair and college dean of students.
3. At the end of the dietetics didactic program, students are given an “exit survey” administered by the college and are asked to evaluate the quality of the education they received while attending UH.

Grievance Procedure
It is the policy of the University of Hawaii that faculty and students be provided consistent and equitable treatment in resolving disputes arising from the academic relationship between faculty and student(s). Student(s) who wish to appeal a decision or grade by faculty members are advised to utilize the Academic Grievance Procedure. Information on the Academic Grievance Procedure is available from the UH Dean of Students, who is the campus administrator responsible for facilitating the grievance process. Their web site is: http://studentaffairs.manoa.hawaii.edu/policies/academic_grievance/.

Students who have a grievance related to the DPD program should contact the Commission on Accreditation of Dietetics Education at the American Dietetic Association, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, Telephone: 800-877-1600 ext. 5400.

Retention, Remediation and Disciplinary Action
As with all students who fail to meet the academic requirements of UH, students may be placed on probation, suspended, or dismissed. The guidelines for these procedures are found in the UH catalog. Further information may also be obtained from the UH student academic services office. http://www.catalog.hawaii.edu/undergrad-ed/honors.htm#academic
Dietetic students are encouraged to develop a collaborative relationship with their advisors so if necessary, they can work together to proactively develop positive strategies to avoid negative disciplinary action.

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 is strongly recommended.

Costs and Financial Assistance
A full time student resident pays approximately $3400/semester tuition with an additional $500 for books. A full time non-resident student pays approximately $9400/semester tuition with the same $500 book cost. This does not take into account living expenses.

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/](http://www.hawaii.edu/)
  All information for students covering how to apply, academic calendar, financial aid, catalog, transfer credit search, new database, on-campus activities, housing (dorms), parking, etc.
- **UH Manoa General Catalog**  [http://www.catalog.hawaii.edu/](http://www.catalog.hawaii.edu/)
- **UH Academic Calendar**  [http://www.hawaii.edu/academics/calendar](http://www.hawaii.edu/academics/calendar)

- **My UH**  [http://www.hawaii.edu/myuh/manoa](http://www.hawaii.edu/myuh/manoa)
  This web site allows for on-line registration of classes. A schedule of classes, as well as class availability, is also provided.
  **Star site** where you can access your transcripts.  [http://www.star.hawaii.edu:10012/studentinterface/login.jsp](http://www.star.hawaii.edu:10012/studentinterface/login.jsp)

- **College of Tropical Agriculture and Human Resources’ Home Page**  [http://www.ctahr.hawaii.edu/site](http://www.ctahr.hawaii.edu/site)
  Select “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.

  This web site shows the different programs, courses and resources available within the HNFAS department.
  **UH Dietetic Student Handbook** is located under “Degree Programs, Dietetics”

- **General Education** – UH Core requirements and class listing  [http://www.hawaii.edu/gened/](http://www.hawaii.edu/gened/)

  This web site 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](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 process, dietetics education, member benefits and professional resources such as the evidence-based library.

- **Hawai'i Dietetic Association**  [http://www.eatrighthawaii.org/](http://www.eatrighthawaii.org/)
  This site is represents Hawai'i's largest organization for nutrition professionals. Current happenings and job opportunities are listed.
### Exhibit A
**Dietetic Major**
**Course of Study 2010-2011**

<table>
<thead>
<tr>
<th>FALL</th>
<th>SPRING</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Year</strong></td>
<td></td>
</tr>
<tr>
<td>BIOL 171-171L Intro to Biology</td>
<td>FSHN 1851 Science of Hum Nutr. 3</td>
</tr>
<tr>
<td>Global &amp; Multicultural Perspective Core □</td>
<td>FSHN 181-181L**** Chem Nature of Food 4</td>
</tr>
<tr>
<td>CHEM 161-161L** General Chemistry 1</td>
<td>CHEM 162-162L1 General Chemistry II 4</td>
</tr>
<tr>
<td>ENG 101 Composition 1</td>
<td>Symbolic Reasoning Core □ (Math 140 or higher) 3</td>
</tr>
<tr>
<td>Total 14</td>
<td>Total 17</td>
</tr>
</tbody>
</table>

Total Credit Hours 31

<table>
<thead>
<tr>
<th><strong>Second Year</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYL 141-141L*** Human Anat &amp; Physiol</td>
<td>FSHN 370 Nutr. Through Life Span□ 3</td>
</tr>
<tr>
<td>Arts, Humanity &amp; Literature Core◊ Speech 151 or 251</td>
<td>FSHN 480 Nutrition, Exercise &amp; Sports 3</td>
</tr>
<tr>
<td>CHEM 272* Organic Chemistry I</td>
<td>MBBE 402 or Principles of Biochemistry 4</td>
</tr>
<tr>
<td>FSHN 350(E)2 Ethical Issues□</td>
<td>PHRM 203 General Pharmacology 3</td>
</tr>
<tr>
<td>ICS 101 and 101L***** Tools for the Info</td>
<td>Total 16-17</td>
</tr>
<tr>
<td>Total 16-17</td>
<td>Total 16-17</td>
</tr>
</tbody>
</table>

Total Credit Hours 32-34

<table>
<thead>
<tr>
<th><strong>Third Year</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FSHN 381 (W) Experimental Foods</td>
<td>NREM 310 Stats in Ag &amp; Hum Resources 3</td>
</tr>
<tr>
<td>FSHN 485 Nutritional Biochemistry</td>
<td>FSHN 492 (W) Internship 4</td>
</tr>
<tr>
<td>FSHN 312-312L Quantity Food &amp; Inst. Purch</td>
<td>FSHN 480 Nutrition, Exercise &amp; Sports 3</td>
</tr>
<tr>
<td>FSHN 389 Nutritional Assessment</td>
<td>MBBE 375 Multidisciplinary Biochemistry 3</td>
</tr>
<tr>
<td>FSHN 440***** Food Safety</td>
<td>Total 3</td>
</tr>
<tr>
<td>BUS 315 or</td>
<td>TIM 369 or FSHN 311 Restaurant, Club Mgmt</td>
</tr>
<tr>
<td>Total 16</td>
<td>Total 18</td>
</tr>
</tbody>
</table>

Total Credit Hours 34

<table>
<thead>
<tr>
<th><strong>Fourth Year</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FSHN 467 Medical Nutr. Therapy I</td>
<td>FSHN 468 (W) Medical Nutr. Therapy II 3</td>
</tr>
<tr>
<td>FSHN 469 (O) Nutr. Counseling Skills</td>
<td>FSHN 492 (W) Internship 4</td>
</tr>
<tr>
<td>FSHN 451 (W) Community Nutrition</td>
<td>FSHN 480 Nutrition, Exercise &amp; Sports 3</td>
</tr>
<tr>
<td>FSHN 322 Marketing Food and Nutrition</td>
<td>HI, Asian &amp; Pacific Core 3</td>
</tr>
<tr>
<td>Arts, Humanity &amp; Literature Core◊</td>
<td>FSHN 452 (W) Concepts in Nutrition Ed. 3</td>
</tr>
<tr>
<td>Total 14</td>
<td>Total 16</td>
</tr>
</tbody>
</table>

Total Credit Hours 30

---

**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). 2nd 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.

* CHEM 152 may also be substituted. CHEM 272-273 is best if planning to go to graduate school. CHEM 272 is offered at KCC in the fall.

** 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 2010. At KCC, FSHN 185 is FSHE 185.

***** ICS 101 and Lab is offered for 3 credits in community colleges. Make sure you have 128 credits total to graduate.

****** 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.

3 Offered online by Maui Community College or at KCC.
# Exhibit B
## PREREQUISITES AND SEMESTER OFFERING OF COURSES FOR THE DIETETICS OPTION 2009-2010

### I. Required FSHN Core Courses

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

### II. Required UH Supporting Courses for Dietetics

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Title</th>
<th>Credits</th>
<th>Semester</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 171-171L</td>
<td>Introduction to Biology I</td>
<td>3, 1 F</td>
<td></td>
<td>BIOL 171-171L</td>
</tr>
<tr>
<td>BIOL 340 (E) or CMB 411</td>
<td>Genetics, Evolution and Society</td>
<td>3 S</td>
<td>BIOL 171-171L</td>
<td></td>
</tr>
<tr>
<td>BUS 315 or FSHN 311</td>
<td>Mgt. &amp; Org. Behavior</td>
<td>3</td>
<td>NREM 310</td>
<td></td>
</tr>
<tr>
<td>TIM 369L</td>
<td>Restaurant Management</td>
<td>3 F</td>
<td>FSHN 181</td>
<td></td>
</tr>
<tr>
<td>CHEM 161-161L</td>
<td>General Chemistry I &amp; Lab</td>
<td>3, 1</td>
<td>CHEM 161</td>
<td></td>
</tr>
<tr>
<td>CHEM 162-162L</td>
<td>General Chemistry II &amp; Lab</td>
<td>3, 1</td>
<td>CHEM 162</td>
<td></td>
</tr>
<tr>
<td>CHEM 272</td>
<td>Organic Chemistry</td>
<td>3</td>
<td>CHEM 162</td>
<td></td>
</tr>
<tr>
<td>FSHN 312-312L</td>
<td>Quantity Food Production</td>
<td>3 F</td>
<td>FSHN 181-181L</td>
<td></td>
</tr>
<tr>
<td>FSHN 322</td>
<td>Marketing Nutrition and Food</td>
<td>3 F</td>
<td>FSHN 185, FSHN 181-181L, FSHN 312-312L</td>
<td></td>
</tr>
<tr>
<td>FSHN 440</td>
<td>Food Safety</td>
<td>3 F</td>
<td>FSHN 181-181L, BIOL 171-171L</td>
<td></td>
</tr>
<tr>
<td>FSHN 480</td>
<td>Nutrition in Exercise and Sports</td>
<td>3 S</td>
<td>FSHN 185</td>
<td></td>
</tr>
<tr>
<td>ICS 101 &amp; 101L</td>
<td>Tools for the Informational Age</td>
<td>3, 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MBBE 375 or MBBE 402</td>
<td>Multidisciplinary Biochemistry</td>
<td>3 S</td>
<td>CHEM 162; BIO CHEM 241 or consent</td>
<td></td>
</tr>
<tr>
<td>NREM 310</td>
<td>Stats in Ag. &amp; Human Resources</td>
<td>3</td>
<td>CHEM 162, CHEM 272</td>
<td></td>
</tr>
<tr>
<td>PHARM 203</td>
<td>General Pharmacology</td>
<td>3</td>
<td></td>
<td>(At KCC or online at Maui CC) Co-rec: PHYL 142, 142L</td>
</tr>
<tr>
<td>PHYL 141-141L or PHYL 301-301L</td>
<td>Human Anatomy &amp; Physiology</td>
<td>3, 1 F</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHYL 142-142L or PHYL 302-302L</td>
<td>Human Anatomy &amp; Physiology</td>
<td>3, 1 S</td>
<td>PHYL 141, 141L</td>
<td></td>
</tr>
<tr>
<td>PSY 100</td>
<td>Introduction to Psychology</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 100 or ANTH 200</td>
<td>Introduction to Sociology</td>
<td>3</td>
<td>Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>SP 151 or SP 251</td>
<td>Personal and Public Speech</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Exhibit C

Approved UHM Foundations Courses – UHM Core Requirements

A complete course list is available online at 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
- Math 251A
- Natural Resources & Environmental Management 203
- Philosophy 110
- Philosophy 110A
- Philosophy 111 [effective F03]

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.

<table>
<thead>
<tr>
<th>Group A (early)</th>
<th>Group B (modern)</th>
<th>Group C (early to modern)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology 151</td>
<td>American Studies 150</td>
<td>Botany 105</td>
</tr>
<tr>
<td>Art 175</td>
<td>Anthropology 152</td>
<td>Geography 151</td>
</tr>
<tr>
<td>History 151</td>
<td>Art 176</td>
<td>Languages, Linguistics and Literature 150</td>
</tr>
<tr>
<td>History 161A</td>
<td>Geography 102</td>
<td>Music 107</td>
</tr>
<tr>
<td>WS 175</td>
<td>History 152</td>
<td>Religion 150</td>
</tr>
<tr>
<td></td>
<td>History 155</td>
<td></td>
</tr>
<tr>
<td></td>
<td>History 162A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>WS 176</td>
<td></td>
</tr>
</tbody>
</table>

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: APPROVED COURSES

A complete course list is available online at www.hawaii.edu/gened

<table>
<thead>
<tr>
<th>Diversification (19 credits)</th>
<th>Dietetic Programs Required Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts (DA), Humanities (DH), &amp; Literatures (DL): 6 credits</td>
<td>Speech 151 or Speech 251 (DA)</td>
</tr>
<tr>
<td>From two areas</td>
<td>HWST 107 (DH)</td>
</tr>
<tr>
<td>Biological Sciences (DB), Physical Sciences (DP), Sciences Laboratory (DY): 7 credits</td>
<td>The required science courses in the dietetics curriculum will cover this requirement.</td>
</tr>
<tr>
<td>Social Sciences (DS): 6 credits from two departments</td>
<td>Soc 100 and Psy 100 (Both are DS)</td>
</tr>
</tbody>
</table>

UHM Graduation Requirements

<table>
<thead>
<tr>
<th>Focus (course requirement)</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contemporary Ethical Issues (E): one course</td>
<td>FSHN 350</td>
</tr>
<tr>
<td>Hawaiian, Asian, &amp; Pacific Issues (H): one course</td>
<td>HWST 107 (Also a DH, a “double dip”)</td>
</tr>
<tr>
<td>Oral Communication (O): one course</td>
<td>FSHN 469</td>
</tr>
<tr>
<td>Writing Intensive (W): five courses</td>
<td>FSHN 381, FSHN 451, FSHN 452, FSHN 389, FSHN 468, FSHN 492</td>
</tr>
</tbody>
</table>

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 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 the 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 regardless if you choose to pursue a dietetic internship. 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) at “Accreditation & Credentialing” provide 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

Please note that even though the didactic dietetics program is completed, this does not guarantee acceptance into a dietetic internship. 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.” The good news is that UH dietetic students who applied during the academic years 2008-2009 had an acceptance rate of 88% versus nationally at 66%. For those who applied 2009-2010 the acceptance rate was 75% versus nationally at 50%.

Currently, Hawaii does not have an instate dietetics internship program so you must be prepared to be nationally competitive. Applying for an internship requires a lot of preparation time.

The ADA website, www.eatright.org has a listing of all internships in the country. 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 to $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, Sodexo. www.dieteticintern.com/distance/index.htm. Usually three students a year are chosen. 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). New distance programs are added periodically.
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 dietetic internship applicants?**

Although programs have varying selection criteria, applicants who received appointments to internship 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" determines who will get an internship if grades, 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. Web site 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. Currently the cost is $160. 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 weekly.

To prepare for taking the GRE you can purchase GRE practice books and software found at most bookstores. You can also download a GRE practice test for free. Go to web site: www.ets.org/gre.

Make sure you allow plenty of time for your chosen internship to receive your GRE scores. It takes up to 2-4 weeks for processing. Scores are valid for 5 years.

You can take the GRE up to five times a year. (It is good to have a score of over 1000 total for the verbal and math areas). Remember, all your past and current GRE test scores are sent to the designated site(s). You will be asked what sites you wish to have your scores sent. Four sites can be chosen free of charge. There will be a cost of $20.00 per site if you decide to have your scores sent later. Since GRE information changes often it is best to refer to the web site: www.ets.org/gre.

R.D. Exam.

A list of currently approved test centers that provide the R.D. exam is 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 others closed. Hawaii has several test sites. Contact ADA’s Commission for Accreditation for Dietetics Education, 800/877-1600, extension 5500 for further information.

Applying for a Dietetic Internship - 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 and check out the available listing of internship sites.
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. 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.dnddigital.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.dnddigital.com 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. You must contact the internship program director within 48 hours to accept or decline the appointment.

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 analysis

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: dunn@hawaii.edu
Areas of expertise: Nutritional biochemistry, calcium metabolism and Vitamin D function, trace mineral metabolism, aluminum toxicity

Karen Hastings, MS, R.D.
Lecturer
Phone: 845-9475
Email: karenh@hcc.hawaii.edu
Areas of expertise: Human nutrition

Alvin S. Huang, Ph.D.
Associate Researcher
Phone: (808) 956-3840
Email: ahuang@hawaii.edu
Areas of expertise: Carbohydrate chemistry, food colorants

Kourtney Sato Inoue, M.S., R.D., CDE
Lecturer
Phone: (808) 956-4024
Email: satokk@hawaii.edu
Areas of expertise: Nutrition

Wayne T. Iwaoka, Ph.D.
Associate Professor
Phone: (808) 956-6456
Email: iwaoka@hawaii.edu
Areas of expertise: Food science

Soojin Jun, Ph.D.
Assistant Professor
Phone: (808) 956-8283
Email: soojin@hawaii.edu
Areas of expertise: Food engineering and packaging

Cynthia Kahalewale, MPH, R.D., CDE
Registered Dietitian and Lecturer
Phone: 808-956-9114
Email: kahalewa@hawaii.edu
Areas of expertise: Medical nutrition therapy

Yong Li, Ph.D.
Assistant Professor
Phone: (808) 956-6408
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, agribusiness management

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: Dietetics, obesity, nutrition counseling

Maria Stewart, Ph.D.
Assistant Professor
Phone: (808)-956-9114
Email: mstew@hawaii.edu
Areas of expertise: Human nutrition, dietary fiber, intestinal health

C. Alan Titchenal, Ph.D., CNS
Associate Professor
Phone: (808) 956-7411
Email: titch@hawaii.edu
Areas of expertise: Sports nutrition, energy balance, and assessment of food habits and food and nutrient intake

Amy Tousman, MS, R.D.
Lecturer
Phone: 956-7720
Email: a.tousman@hawaii.edu
Areas of expertise: Community nutrition

Corilee Watters, Ph.D., RD , MSC
Assistant Professor
Phone: (808) 956-7581
Email: cwatters@hawaii.edu
Areas of expertise: Health promotion, clinical nutrition, nutrition support