

# Application to the Master of Science in Nutrition and Wellness at Benedictine University

## M.S.N.W. Application Procedures

To apply to the Benedictine University Master of Science in Nutrition and Wellness, prospective students should submit directly to the Enrollment Center:

1. A completed [graduate school application form](#). You can access an application form online at: <http://www.ben.edu/admissions/graduate/application.asp>
2. \$40.00 non-refundable application fee payable to Benedictine University. Write “M.S. Nutrition and Wellness” in the reference area of the check.
3. Two letters of reference, using the Graduate School Reference Forms, from persons who know you (the applicant) from a professional or academic perspective.
4. Test score earned on the GRE within the past five years. Information regarding the GRE may be obtained by visiting the GRE website at [www.gre.org](http://www.gre.org). The University GRE code is 1707.
  - a. *Exemption:* Applicants who already completed an advanced degree (i.e., master or doctorate) in the United States are exempt from the GRE requirement.
  - b. *Special exemption:* Registered dietitians, nurses, and physicians who provide a certified copy of their credential status (or show current licensure certificate to MSNW Director who will copy it for the advising files) will receive a waiver of the GRE requirement for the M.S.N.W. program. (Rationale: These Health professionals already passed a national examination related to the area of this master degree.)
5. Official transcripts from all previous colleges and universities attended. A GPA of 2.5/4.0 is a required minimum GPA for acceptance. International students must provide transcripts evaluated by ECE, Educational Credential Evaluators, and

must request a course by course evaluation of all coursework. Information about ECE can be found at [www.ece.org](http://www.ece.org).

6. One page statement of career goals and program interest.
7. International students must provide a TOEFL score of at least 550 paper based test or at least 213 computer based test, if English is a second language.

Please contact the Enrollment Center at 630-829-6300 or via email at [admissions@ben.edu](mailto:admissions@ben.edu) if you have any questions, would like an information packet sent to you, want to know dates for the Open House, or would like to meet with a University Representative.

## Dietetic Internship Concentration: Separate Application Procedures

Acceptance into the Dietetic Internship (DI) concentration is contingent upon application and full acceptance into either the Master of Science in Nutrition and Wellness (M.S.N.W.) or the Master of Public Health Program (M.P.H.) at Benedictine University. In other words, applicants who are *not* accepted into one of the two master degree programs will *not* be accepted as dietetic interns.

Acceptance into the Dietetic Internship concentration is also contingent upon being “matched” to the university internship program through D&D Digital Computer Match process or the pre-match process reserved for enrolled (i.e., courses in progress) Benedictine University students or alumni. Being accepted into the Benedictine University M.S.N.W. or M.P.H. program does not guarantee a “match” to the Benedictine University Dietetic Internship program.

To be eligible for “pre-match” a candidate for the Dietetic Internship is required to complete at least one complete semester or quarter at Benedictine University.

To apply for potential “match” to the Benedictine University Dietetic Internship (DI) concentration of the combined master degree dietetic internship program, you must submit a *separate* and *complete* application and application *fee* directly to the Dietetic Internship program Director. In this packet, you must include:

1. A completed typed Supervised Practice Program Application [form](#) (a neatly duplicated copy is acceptable). Evidence of at least 100 hours of verifiable work, practicum, or volunteer experience in the profession is expected to be outlined on the appropriate pages of this form. The applicant must complete grade point average (GPA) calculations and conversions as necessary from quarter to semester hours and to a four point scale. All requested course work (per the form) must be listed. You may elect to include an additional page for other relevant electives. If you have repeated a course, list all your courses, but only include the most recent course and grade in the calculation.
2. \$40.00 non-refundable application fee payable to Benedictine University. Write “dietetic internship” in the reference area of the check.
3. Official transcripts from all previous colleges and universities attended. It is expected that applicants for the Dietetic Internship program have an earned DPD GPA (refer to your Supervised Application Form) of at least 3.0/4.0, nutrition courses GPA or 3.2/4.0, and a science GPA of at least 2.8/4.0. Students who completed a study abroad experience *affiliated with your university* of one semester or longer do not need to provide an original transcript from the international university. Students who completed a study abroad experience for academic credit in affiliation with a university other than the one from which they normally attended should contact the Nutrition Department Chair for advice (Dr. Arnold’s e-mail: [carnold@ben.edu](mailto:carnold@ben.edu)). International students must also provide transcripts evaluated in detail by an approved international credentialing evaluation organization. A listing of these organizations can be found at the American Dietetic Association web site ([www.eatright.org](http://www.eatright.org)).
4. Three letters of reference, using the Dietetic Internship Recommendation [Forms](#), from

persons who know you, the applicant, from a professional or academic perspective. You can ask the same people to complete both the graduate program and DI references, but you must utilize the appropriate forms. These recommendations must be sent in individually sealed envelopes within the application packet. The signatures of those completing your recommendation forms should be written across the envelope seal. We recommend you solicit letters from:

- At least one from a nutrition professor who can discuss: (a) your academic ability and potential; (b) professionally related memberships and involvement; (c) resourcefulness and initiative; and (d) personal attributes, including strengths, limitations, and leadership ability and potential.
  - A work/volunteer/practicum experience supervisor/manager.
  - An academic professor in nutrition, biology, biochemistry, chemistry, or written communications.
5. One to two page typed (single space) well written letter of application. There is no special form for this letter, but business format is best. We highly recommend that you review your Application and Letter with your DPD Director prior to submission. Omission of any of the following points will detract from the completeness of your application; this letter must discuss:
    - Why you chose to study nutrition and dietetics.
    - Both short (5 years) and long term (10 years) career aspirations/goals.
    - A description of how your unique characteristics and/or experiences (e.g., diabetes camp counselor, teaching nutrition to children, academic minors or concentrations or double majors, bilingual skills, study abroad, certification in sanitation and related fields, such as fitness, leadership positions, regularly scheduled volunteer experience in health care or community based facilities, coaching sports teams, supervisory experience, culinary arts experience, people-orientated experiences, etc.) and/or personal strengths could

contribute to this Dietetic Internship and your career goals.

- An honest assessment of your limitations and what we need to provide to help you to succeed. Remember, we are trying to make certain that we can provide you with the experience you need and desire!
6. Evidence of having completed the minimum academic requirements from a Didactic Program in Dietetics (DPD) through submission of a DPD Verification Statement signed by your DPD Program Director, *OR* evidence of the intent to complete the minimum academic requirements (Didactic Program in Dietetics) necessary for receipt of a **DPD Verification Statement** by submitting a **Declaration of Intent form** signed by your DPD Program Director. ***DO NOT APPLY TO THE DIETETIC INTERNSHIP PROGRAM WITHOUT THIS.***
  7. An interview is required. The DI Director will contact potential candidates to notify him or her of the interview time. Persons living distances greater than 50 miles from the University may request a phone interview instead. However, we highly recommend that you visit any place in which you submit an application!
  8. A resume is optional. No points will be added for it and none subtracted if it is not included. If you believe a resume presents your characteristics in a manner that the other submitted material does not, then include it. Please do *not* include any material not requested in the aforementioned points.

Application materials will not be returned.

For students who are external to the university, all of the aforementioned Dietetic Internship materials should be placed in one envelope and sent by first class mail postmarked (we recommend that you send it with a return receipt requested) on or before the D & D Digital Computer [Match](#) deadline in February. Mail the Dietetic Internship application to:

Benedictine University  
Nutrition Department  
Attn: Julie Moreschi  
5700 College Road  
Lisle, IL 60532.

Send your computer matching application form directly to D & D Digital Computer Match. Consult with *your* DPD Director about deadlines and computer match procedures.

Only Benedictine University students and alumni qualify to apply for a pre-match option. Six of the 12 total available full-time slots may be filled via pre-match annually in December. Potential candidates should consult with the university Dietetic Internship Director about procedures and date.

Remember: Internship Directors and Site Liaisons value the qualities of dependability and responsibility very highly. *In*complete applications will an unpleasant statement about you.

Please contact the Dietetic Internship Director at 630-829-6548 or via email at [jmoreschi@ben.edu](mailto:jmoreschi@ben.edu) if you have any questions.

## Program Prerequisites

### M.S.N.W. Pre-requisites

Applicants must have a bachelor in a life science (e.g., biology, nutrition or dietetics, nursing, health, exercise physiology) or physical science (e.g., chemistry, biochemistry). This master degree program is a life science based nutrition and wellness degree.

There are nutrition and science course prerequisites for the program:

- Physiology (requires principles of biology as a prerequisite)
- Biochemistry (requires introductory or general chemistry and organic chemistry as prerequisites)
- Statistics
- Basic nutrition
- Advanced nutrition (with a physiology or biochemistry prerequisite)
- Recommend a basic course in research principles.

Applicants may be admitted on a probationary status if they have up to two required prerequisite courses outstanding.

The prerequisite courses may be completed at the undergraduate or graduate level. Prerequisite courses can be completed at Benedictine University.

A GPA of 2.5/4.0 is a required minimum GPA for acceptance into the MSNW program. However, since a 3.0/4.0 is required to maintain good academic standing at the University, an applicant with a lower GPA should explain his/her motivation well.

International students should review the application procedures for additional inclusions.

### **Additional Exercise Physiology Concentration Pre-requisites**

A course in anatomy or biomechanics is an additional prerequisite.

### **Additional Dietetic Internship Concentration Pre-requisites**

Prospective students should have a Didactic Program in Dietetics (DPD) GPA (refer to your Supervised Application Form) of at least 3.0/4.0, nutrition course GPA of 3.2/4.0, and science GPA of at least 2.8/4.0.

A Didactic Program in Dietetics (DPD) Verification Statement is *required* on or before the start of first term from those students “matched” to the university combined master degree Dietetic Internship program. Students *cannot* begin the Dietetic Internship before receipt of the DPD Verification Statement by the Dietetic Internship Director. Students who are unable to complete DPD requirements prior to the start of the first fall graduate school semester are subject to dismissal from the Dietetic Internship program.

Students who do *not* have a Didactic Program in Dietetics (DPD) Verification Statement or DPD Declaration of Intent, but who wish to become eligible for the Dietetic Internship must first complete the DPD at the undergraduate level. These students should:

1. Consider their academic record. All courses will be counted into the cumulative GPA when a student applies for a dietetic internship.

2. Apply to the undergraduate DPD program as “Second Degree” students in order to begin the transcript articulation process. The articulation process by the DPD Director will *not* begin without an application to the University.
3. Provide supplemental syllabi and course materials for all nutrition, and related science courses, completed to the DPD Director.
4. Note that the articulation of international coursework and syllabi takes longer, *and* requires an additional ECE evaluation.
5. Following the articulation by the University DPD director, an academic plan of combined undergraduate and graduate coursework can be determined.

The student is *not* eligible to apply for the University Dietetic Internship program until he/she is within approximately eight months of completion of DPD requirements. Acceptance into the University internship program is not guaranteed, but pre-match is reserved for eligible Benedictine University students.

### **Additional Sports Nutrition Certificate Pre-requisites**

To be awarded this certificate, the recipient must be a Registered Dietitian (U.S.A. CDR credentialed).

## **Transfer Credit**

Credit waivers and course substitutions will be determined on a case-by-case basis by the director of the Master of Science in Nutrition and Wellness degree. A maximum of 12 United States-equivalent *graduate*-level quarter credits *may* be accepted from another institution and applied towards this degree.

For a transfer course to be considered for credit or waiver, the student must have earned a course grade of a “B” or higher *and* the course must have been taken within the past five years. Only nutrition, health, and exercise physiology courses *related to this degree and the concentration chosen* will be considered for graduate credit or waiver.

*The request for any transfer credit must be initiated by the student in writing.* It is the responsibility of the requesting student to submit official transcript(s)

*and* official university course syllabus(i) for program director approval at least three weeks prior to the end of the first quarter of graduate school at Benedictine University. The program director may request additional information (e.g., course notes, projects) in order to make a judgment on a course match; it is then student's responsibility to provide such information if needed.

Licensed allied health care professionals who completed an accredited training program can submit official documentation of applied experience to the program director for review and potential credit waiver of 1-8 quarter credits (e.g., towards NTR electives).