

Benedictine University Nutrition Department Course Acceptance and Validation Policy

NUTRITION DEPARTMENT POLICIES AND PROCEDURES

Policy Name: DPD Course Acceptance and Validation Policy

Adopted: December 5, 2006; updated March 18, 2010; updated July 23, 2010; rev. March 10, 2015; rev. September 8, 2016

POLICY STATEMENT:

It is the policy of the Benedictine University DPD program (Nutrition Majors with Dietetics concentration) to only accept previously completed coursework that is considered both “equivalent” and current. Recency is defined through the procedures.

PROCEDURES:

1. The Enrollment Center is to utilize the guidelines established by other departments to determine “equivalency” of the cognate coursework on transcripts of prospective nutrition students.
2. The Enrollment Center defers evaluation of “equivalency” of nutrition coursework to the Nutrition Department.
3. All courses must have been completed with a grade of a “C” or higher.
4. A successful pass score on an Advanced Placement (AP) or CLEP exam is accepted as meeting the related DPD cognate coursework. There is no limit to the number of AP or CLEP tests that may be applied towards the relevant coursework.
5. The Enrollment Center and Nutrition Department are to utilize the following guidelines when determining recency of coursework. **Even if a course is deemed “equivalent” by content, if it was not taken within the acceptable term limits, it is not to be accepted.**
6. Courses with **no time limit** at term of entry:
 - a. Written Communications (WRIT 101, 102)
 - b. Speech (SPCH 110)
 - c. Introductory psychology (PSYC 100)
 - d. Introductory chemistry (CHEM 101, 102)
 - e. Organic chemistry (CHEM 103, 104)
 - f. Introductory biology with lab (BIOL 197, 198, 199)
 - g. Microbiology with lab (BIOL 208)
 - h. Statistics (PSYC 250) or Biometry (BIOL 229)
 - i. Anatomy (BIOL 203)
7. Courses with a **7 year time limit** at term of entry:
 - a. Physiology (BIOL 258). *Note: a combined anatomy and physiology course does not count towards this requirement unless a two semester sequence has been completed.*
 - b. Pathophysiology (BIOL 359)
 - c. Nutritional Biochemistry (NUTR 315)

- d. Management (MGT 300)
 - e. Food Service Operations (NUTR 250)
 - f. Food Service Management (NUTR 350)
 - g. General Nutrition
 - h. Lifecycle Nutrition (NUTR 241)
 - i. Food Science lecture (NUTR 244)
 - j. Food Science lab (NUTR 245)
 - k. Cultural Foods lecture and lab (NUTR 298)
8. Courses with a **5 year time limit** at term of entry:
- a. Health Education (NUTR 271)
 - b. Community Health and Nutrition (NUTR 280)
 - c. Science of Nutrition and Fitness. (NUTR 345) *Note: This course must have a physiology, biochemistry, and general nutrition course pre-requisite.*
 - d. Nutrition Counseling (NUTR 395)
 - e. Medical Nutrition I and II (NUTR 371 and 374)
 - f. Clinical Nutrition Case Studies Lab (NUTR 372)
 - g. Nutritional Aspects of Disease (NUTR 300)
 - h. Menu Planning (NUTR 373)
 - i. Physical Assessment Lab (NUTR 391)
9. Defer to the Nutrition Department for special evaluation:
- a. Experimental Foods Lab (NUTR 246)
 - b. Nutrition Writing and Research (NUTR 392)
 - c. Sanitation certificate must be current at admit (NUTR 150)
 - d. Practica (NUTR 296, 297, 396)
 - e. Research (NUTR 399)
10. As determined by the Nutrition Department Chairperson (*not* student), courses that have been completed by “title/topic”, but are short on the number of credits (i.e., less than those required at Benedictine University) and/or are past the time limit will receive special evaluation by the department. The following are some options to be offered by the Nutrition Department Chairperson:
- a. The prospective/student may take a food science validation test (NUTR 244).
 - b. The prospective/student may take a life science validation test (NUTR 241).
 - c. The prospective/student may provide job descriptions and employer validation of related work experience (e.g., laboratories, practicum).
11. Validation tests:
- a. If and when any validation tests are permitted by the Nutrition Department Chairperson, only one sitting is permitted per type of examination.
 - b. The student must pay the Nutrition Department the test validation fee of \$100.00 prior to the exam (check payable to Benedictine University). This includes the grading, processing, and posting fee. The Nutrition Department Chairperson will update the articulation sheet in the advising file, and notify the Enrollment Center and Student Success Center of any changes.
 - c. The student must pass the validation exam with a score of 70% or higher.