Nutrition and Dietetics
Student Handbook

Students accepted to Queens College must also apply for acceptance into the Nutrition and Dietetics Program

Please go to our webpage for the Nutrition and Dietetics application

Nutrition and Dietetics Webpage

February 2020
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QUEENS COLLEGE NUTRITION AND DIETETICS PROGRAM

NUTRITION AND DIETETICS EDUCATIONAL PHILOSOPHY
Nutrition is an integral component in prevention and treatment of many diseases. Our philosophy is to prepare students with a strong foundation in the basic sciences, the science of nutrition, nutrition assessment and ensure understanding of sound research so as to provide evidence-based nutrition guidelines. To do this effectively students will understand counseling techniques that promote positive behavior change.

PROGRAM MISSION, GOALS, and OBJECTIVES
Mission
To prepare graduates to think critically and solve problems within the context of nutrition and dietetics; for entry into supervised practice programs that lead to eligibility for the Commission on Dietetic Registration credentialing exam to become registered dietitian nutritionists; and for entry into graduate studies and careers enhancing the nutrition health and well-being of individuals, families, and communities in an increasingly global society.

Goal 1
The program will prepare graduates to competently fulfill the Nutrition and Dietetics program to enter supervised practice programs, or careers and graduate studies to improve the nutrition health and well-being of individuals, families and/or communities.

Objectives
- “At least 80% of program students complete program/degree requirements within 4.5 years (150% of the program length)”. Current outcome 96% (2019)
- 75 “percent of graduates applying to supervised practice programs will be admitted within 12 months of graduation”. Current outcome 77% (3 Year Average).
- 75 “percent of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation”. Current outcome 58% (3 Year Average)
- 50 “percent of program graduates are admitted into a supervised practice program within 12 months of graduation”. Current outcome 47% (3 Year Average).
- 65% of graduate survey respondents not admitted into a supervised practice within 12 months of graduation will be in a career and/or graduate studies that improve the nutrition health and well-being of individuals, families, and/or communities. Current outcome 60% (3 Year Average)

Goal 2
The program will prepare graduates to think critically and solve problems within the context of nutrition and dietetics to enhance their ability to satisfactorily fulfill supervised practice programs, and pass the Commission on Dietetic Registration credentialing exam to become registered dietitian nutritionists.

Objectives
- “The program’s one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for dietitian nutritionists is at least 80%”. Current outcome 85% (3 Year Average)
- On the Directors Survey 80% of responses will indicate graduates are satisfactorily prepared for supervised practice in all areas. Current outcome 90% (3 Year Average)
- On the Graduates Survey 80% of respondents, having completed a supervised practice program, will report they were satisfactorily prepared for supervised practice in all areas. Current outcome (new survey - full data not collected yet)

Current program outcomes are shown at the end of each objective above.
ACCREDITATION
- The Nutrition and Dietetics has been granted full accreditation as a Didactic Program in Dietetics (DPD) by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), 120 S. Riverside Plaza, Suite #2190, Chicago, IL 60606-6995 (800 877-1600, ext. 5400); www.eatrightpro.org/acend
- The program is also accredited by the Middle States Association of Colleges and Secondary Schools.

ADMISSION
- For Admission to Queens College
  Apply to Queens College: www.qc.cuny.edu/admissions Jefferson Lobby, 718 997-5600
- For Admission to the Nutrition and Dietetics Program
  A 3.0 GPA is required for admission into the Nutrition and Dietetics program.
  To be accepted into the N&D program you must first be accepted into Queens College and then apply for acceptance into the N&D program. The Nutrition and Dietetics application is available on our website http://www.qc.cuny.edu/Academics/Degrees/DMNS/fnes/Programs/Pages/Dietetics.aspx

ADVICEMENT
Nutrition and Dietetics
- Program Director: Patricia Miner, PhD, RDN, CDN. Remsen Hall, room 306B patricia.miner@qc.cuny.edu 718 997-4475
- Faculty Advisor: Sungeun Choi, PhD., RDN, Remsen Hall, room 305A sungeun.choi@qc.cuny.edu 718-997-4475
- Department Office and College Assistants
  Remsen Hall, room 306, 718 997-4475
  Jennifer Tang; jennifer.tang@qc.cuny.edu  Casandra Hunte; casandra.hunte@qc.cuny.edu

General Academic Advisement
For information about college wide general education requirements, speak with an advisor in the Academic Advisement Center, Kiely 217. Pathways info: gened.qc.cuny.edu/pathways

Financial Aid, Loans, Grants, Work Study
Contact the financial aid office for information about the various grants, work and loan programs offered by New York State and the federal government; http://www.qc.cuny.edu/admissions/fa/Pages/default.aspx Dining Hall, room 128 (718) 997-5102

Office of Honors & Scholarships
For information about scholarship opportunities. Honors Hall 16; Hours 9-5pm (718) 997-5502; fax 997-5498 Email: qc_honors@qc.cuny.edu
http://www.qc.cuny.edu/Academics/Honors/scholarships/Pages/default.aspx

Health Professions Advisory Services
Students planning a career in medicine, dentistry, optometry, podiatry, veterinary medicine and pharmacy need to speak with a pre-health professions advisor. Science Building, B338 (718) 997-3470 Email: qc.health.professions@qc.cuny.edu
ACEND CORE KNOWLEDGE REQUIREMENTS

Knowledge Requirement for Registered Dietitian Nutritionists (KRDN)

Student learning is assessed through performance on assignments on each of the following knowledge requirements. Upon completion of the program, graduates are able to:

1. Demonstrate how to locate, interpret, evaluate and use professional literature to make ethical, evidence-based practice decisions.
2. Use current information technologies to locate and apply evidence-based guidelines and protocols.
3. Apply critical thinking skills.
4. Demonstrate effective and professional oral and written communication and documentation.
5. Describe the governance of nutrition and dietetics practice, such as the Scope of Nutrition and Dietetics Practice and the Code of Ethics for the Profession of Nutrition and Dietetics; and describe interprofessional relationships in various practice settings.
6. Assess the impact of a public policy position on nutrition and dietetics practice.
7. Discuss the impact of health care policy and different health care delivery systems on food and nutrition services.
8. Identify and describe the work of interprofessional teams and the roles of others with whom the registered dietitian nutritionist collaborates in the delivery of food and nutrition services.
10. Demonstrate identification with the nutrition and dietetics profession through activities such as participation in professional organizations and defending a position on issues impacting the nutrition and dietetics profession.
11. Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others.
12. Use the Nutrition Care Process to make decisions, identify nutrition-related problems and determine and evaluate nutrition interventions.
13. Develop an educational session or program/educational strategy for a target population.
14. Demonstrate counseling and education methods to facilitate behavior change and enhance wellness for diverse individuals and groups.
15. Explain the processes involved in delivering quality food and nutrition services.
16. Describe basic concepts of nutritional genomics.
17. Apply management theories to the development of programs or services.
18. Evaluate a budget and interpret financial data.
19. Describe the regulation system related to billing and coding, what services are reimbursable by third party payers, and how reimbursement may be obtained.
20. Apply the principles of human resource management to different situations.
21. Describe safety principles related to food, personnel and consumers.
22. Analyze data for assessment and evaluate data to be used in decision-making for continuous quality improvement.

Though a minimum grade of 85 is expected on all KRDN assignments, Nutrition and Dietetic students who receive less than 73% will be required to redo the assignment. Only the initial grade will be used in course grade calculations. Failure to redo the assignment earning >73% will prevent you from receiving a Verification Statement, required to enter a Dietetic Internship. Instructors are required to provide information on class performance and inform the director of individual students earning less than a 73.
## CURRICULUM (24 classes; 79 credits)

### PROFESSIONAL NUTRITION and DIETETICS REQUIREMENTS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>FNES 101</td>
<td>Science of Foods</td>
<td>Lab</td>
<td>(P) 3cr.</td>
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<tr>
<td>FNES 104</td>
<td>Social, Cultural and Economic Aspects of Foods</td>
<td></td>
<td>3cr.</td>
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<tr>
<td>FNES 147</td>
<td>Family Relations</td>
<td></td>
<td>3cr.</td>
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<tr>
<td>FNES 203</td>
<td>Meal Planning &amp; Meal Management</td>
<td>Prerequisite: FNES 101</td>
<td>Lab</td>
</tr>
<tr>
<td>FNES 260</td>
<td>Research Methods in Nutrition</td>
<td>Prerequisite: PSYCH 107</td>
<td></td>
</tr>
<tr>
<td>FNES 263</td>
<td>Nutrition I</td>
<td>Prerequisite: Chem. 1023 &amp; 1021, PSYCH 107</td>
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<tr>
<td>FNES 264</td>
<td>Nutrition II</td>
<td>Prerequisite: FNES 263</td>
<td></td>
</tr>
<tr>
<td>FNES 275</td>
<td>Institutional Management</td>
<td>Prerequisite: FNES 101</td>
<td></td>
</tr>
<tr>
<td>FNES 300</td>
<td>Seminar in Nutrition and Dietetics: Career Advancement</td>
<td>Prerequisite FNES 263</td>
<td></td>
</tr>
<tr>
<td>FNES 307W</td>
<td>Experimental Food Science</td>
<td>Prerequisite: FNES 101, FNES 263, PSYCH 107</td>
<td>Lab</td>
</tr>
<tr>
<td>FNES 337</td>
<td>Nutrition Counseling and Education</td>
<td>Prerequisite: FNES 263</td>
<td></td>
</tr>
<tr>
<td>FNES 365</td>
<td>Nutrition Assessment</td>
<td>Prerequisite or co-requisite: FNES 264, Chem. 1033 &amp; 1031, Bio 40 and 41</td>
<td>Lab</td>
</tr>
<tr>
<td>FNES 366</td>
<td>Medical Nutrition Therapy</td>
<td>Prerequisite: FNES 264, FNES 365, Chem.1033 &amp; 1031, Bio 40 and 41</td>
<td>Lab</td>
</tr>
<tr>
<td>FNES 368</td>
<td>Life Cycle &amp; Community Nutrition</td>
<td>Prerequisite or co-requisite: FNES 264</td>
<td></td>
</tr>
<tr>
<td>FNES 378</td>
<td>Quantity Food Purchasing, Production &amp; Equipment</td>
<td>Prerequisite: FNES 203 &amp; 275</td>
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### PROFESSIONAL PSYCHOLOGY REQUIREMENTS

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<td>General Psychology</td>
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<tr>
<td>Psych 1073 / 1071</td>
<td>Statistical Methods</td>
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<td>Lab (P) 4cr.</td>
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### SCIENCE REQUIREMENTS

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<td>Chem 1013 / 1011</td>
<td>Basic Chemistry</td>
<td>Lab</td>
<td>* (P) 4cr.</td>
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<td>Chem 1023 / 1021</td>
<td>Basic Organic Chemistry</td>
<td>Lab</td>
<td>* (P) 4cr.</td>
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<td>Chem 1033 / 1031</td>
<td>Basic Biochemistry</td>
<td>Lab</td>
<td>(P) 4cr.</td>
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<tr>
<td>Bio 40. Anatomy &amp; Physiology I</td>
<td>Prereq Bio 40</td>
<td>Lab</td>
<td>4cr.</td>
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<tr>
<td>Bio 41. Anatomy &amp; Physiology II</td>
<td>Prereq Bio 40</td>
<td>Lab</td>
<td>4cr.</td>
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<tr>
<td>Bio 44. Food and Human Microbiology</td>
<td>Prerequisite: Bio 40 or Bio 11 &amp; Chem 1023 &amp; 1021</td>
<td>Lab</td>
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* Alternative Courses: CHEM.113=CHEM.1013/1011; CHEM.251/252=CHEM.1023/1021

(P) Pathways-General Education Courses

### OPTIONS for REQUIRED 3 CREDIT ELECTIVE

<table>
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<tr>
<td>1.</td>
<td>FNES 105</td>
<td>Food Sustainability: Understanding the Food System</td>
<td>Lab</td>
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<td>2.</td>
<td>FNES 200</td>
<td>Principles of Food Safety &amp; Sanitation for Servsafe Certificate AND FNES 372.1 Fieldwork in Nutrition</td>
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<td>3.</td>
<td>FNES 204</td>
<td>International Cuisine</td>
<td>Prerequisite: FNES 101</td>
<td>Lab</td>
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<td>4.</td>
<td>FNES 345</td>
<td>Theories of Lifespan Development</td>
<td>Prerequisite: FNES 147</td>
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<td>5.</td>
<td>FNES 361</td>
<td>Sports Nutrition</td>
<td>Prerequisite: FNES 263 and 264</td>
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<td>6.</td>
<td>URBST 132</td>
<td>Health Services and Policy</td>
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PREREQUISITE COURSE SEQUENCING


   FNES 260 → FNES 337
   FNES 368 (FNES 264 pre or corequisite)
   FNES 307 (FNES 101 prerequisite)
   FNES 300

2. FNES 101 → FNES 203 & FNES 275 → FNES 378
3. FNES 101 → FNES 200, 204 (elective options)
4. Bio 40 → FNES 342 (elective option)
5. Bio 40 → Bio 41; Bio 40 and Chem102 → Bio 44
6. No prerequisites needed for FNES 101, 104 (elective option), 105 (elective option), 147, Psych 101, Psych 107, Bio 40, Chem 101

SAMPLE NUTRITION and DIETETICS SCHEDULE

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<tr>
<th>Year 1</th>
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<tr>
<td></td>
<td>FNES 101 3 CR</td>
<td>FNES 203 3 CR</td>
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<tr>
<td></td>
<td>Psych 1073/1071 General Education Course 4 CR</td>
<td>FNES 104 3 CR</td>
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<td>Chem 1013/1011 General Education Course 4 CR</td>
<td>Bio 40 General Education Course 4 CR</td>
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<td>Psych 101 General Education Course 4 CR</td>
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<td>FNES 263 3 CR</td>
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<td>FNES 275 3 CR</td>
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<td>FNES 147 3 CR</td>
<td>FNES 368 3 CR</td>
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<td></td>
<td>Bio 41 4 CR</td>
<td>Chem 1033/1031 General Education Course 4 CR</td>
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<tr>
<td></td>
<td>FNES 365 3 CR</td>
<td>FNES 307W 4 CR</td>
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<td>FNES 378 3 CR</td>
<td>FNES 366 3 CR</td>
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<td>FNES 337 3 CR</td>
<td>Bio 44 4 CR</td>
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<td></td>
<td>FNES 300 2 CR</td>
<td>Elective 3 CR</td>
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<td>Total 106 CR</td>
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ACADEMIC CALENDAR

The academic calendar provides the start and end of the Fall, Spring, Summer and Winter semesters along with registrar deadline dates and upcoming campus-wide events at www.qc.cuny.edu/calendar
COLLEGE BULLETIN
For information about Queens College requirements and policies. 
https://www.qc.cuny.edu/Academics/Pages/CollegeBulletins.aspx

COURSE DESCRIPTIONS
FNES Courses
FNES 101. The Science of Foods. 2 class hr., 3 lab hr.; 3 cr. Chemical and physical properties of foods that affect handling, preparation, and storage. MATERIAL charge, $105. Fall, Spring

FNES 104. Social, Cultural, and Economic Aspects of Foods. 3 hr.; 3 cr. Multidisciplinary study of world food patterns and nutritional implications in various cultures. Fall, Spring

FNES 147. Family Relations. 3 hr.; 3 cr. Interpersonal relations in contemporary American marriage and family life. Topics include dating, courtship, sex attitudes and behavior, family preplanning, communication, marital conflict, the unmarried, and elements of a successful marriage. Fall, Spring

FNES 203. Meal Planning and Meal Management. 2 class hr., 3 lab hr.; 3 cr. Prereq: FNES 101, or permission of the department. Understanding the meaning of foods in family meals, and basic principles of meal planning, preparation, and service effectively using money, time and energy. MATERIAL charge $95. Fall, Spring

FNES 260. Research Methods in Nutrition. 3 hr.; 3 cr. Prereq.: Psych 107. Understanding research methods and design with a focus on the interpretation and evaluation of research in the role of diet and nutrition in health promotion. Fall, Spring

FNES 263. Nutrition I. 3 hr.; 3 cr. Prereq: CHEM 102, Psychology 107. A study of carbohydrate, lipid, protein, and energy requirements; the utilization of nutrients in the body; and the application of nutritional principles. Fall, Spring

FNES 264. Nutrition II. 3 hr.; 3 cr. Prereq: FNES 263. A study of vitamin and mineral requirements; the utilization of nutrients in the body; and the application of nutritional principles. Fall, Spring

FNES 275. Institutional Management. 3 hr.; 3 cr. Prereq: FNES 101. An overview of the food service industry, and of theories and strategies of management. Topics to be discussed include staff selection & supervision, budget development, resource allocation, marketing and merchandising, and sanitation and safety. Fall, Spring

FNES 300. Seminar in Nutrition and Dietetics: Career Advancement. 2 hr.; 2 cr. Prereq.: FNES 263. Development of career skills and resources for advancement in the profession of nutrition and dietetics including portfolio development, governance of nutrition and dietetics practice, such as the Code of Ethics for the profession of Nutrition and Dietetics, and the regulations related to billing, coding, and reimbursement of nutrition services. Fall, Spring

FNES 307W. Experimental Food Science. 5 hr.; 4 cr. Prereq: FNES 101 and 263, PSYCH 107. Techniques in food experimentation. The completion of an individual food study requiring interpretation and evaluation of results. MATERIAL charge, $85. Fall, Spring

FNES 337. Nutrition Counseling and Education. 3 hr.; 3 cr. Prereq: FNES 263. An overview of nutrition education and counseling, introduces nutrition students to learning and behavior change theories, and practice in applying and evaluating techniques to support behavior change. Fall, Spring

FNES 365. Nutrition Assessment. 2 class hr., 2 lab hr.; 3 cr. Prereq. or Coreq.: CHEM 1031, 1033, FNES 264, and Bio 43. Introduction to nutrition assessment and other components of medical nutrition therapy, utilizing the nutrition care process. Fall, Spring

FNES 366. Medical Nutrition Therapy. 3 hr.; 3 cr. Prereq.: FNES 264 and 365. Nutrition and dietary treatment of pathological medical conditions. Fall, Spring

FNES 368. Life Cycle and Community Nutrition. 3 lec. hr.; 3 cr. Prereq. or Coreq.: FNES 264. Understand the nutrition needs and government programs to support nutrition health during the different stages of the life cycle; community needs assessment; explain the impact of public policy on nutrition and dietetics practice. Fall, Spring
FNES 378. Quantity Food Purchasing, Production, and Equipment. 3 hr. and practicum; 3 cr. Prereq: FNES 203 and 275. This course includes institutional menu planning and purchasing, inventory control, production, and distribution. Topics will include layout and design, equipment selection, and compliance with codes and standards. Fall, Spring

Psychology Courses
PSYCH 101. General Psychology. 4 hr.; 4 cr. An introduction to the chief facts, principles, methods, and theories of psychology. Topics discussed include the history of psychology, sensory and perceptual processes, motivation and emotion, behavior development, learning and cognition, psychometrics, personality, psychopathology, and social behavior. Not open to students who have taken PSYCH 102 (currently on reserve). This course requires a research experience of up to 5 hours. This experience can consist of participation in research studies or short written reports of published psychological research. Fall, Spring, Summer

PSYCH 1073. Statistical Methods. 4 lec./lab. hr.; 3 cr. Prereq or Coreq: 1071. Demonstration of current mathematical competency equivalent to 2½ years of high school mathematics as defined by performance on the Queens College Mathematics Placement Exam. This mathematics prerequisite may also be fulfilled by evidence of satisfactory completion of one or more of the following courses: MATH 110 or 122 (or their equivalents). Data reduction, analysis, and reporting of frequency distributions, curve fitting, correlation, estimation, and hypothesis testing on evidence from one, two, and three or more samples and from factorial designs including interaction. Fall, Spring
PSYCH 1071. Statistical Methods Laboratory. 2 lab. hr.; 1 cr. Prereq. or Coreq.: PSYCH 1073. Introduction to computer software used for descriptive and inferential statistics, focused on performance and interpretation of statistical procedures covered in PSYCH 1073.

Chemistry and Biology Courses
CHEM 1013. Basic Chemistry. 2 lecture, 1 rec. hr.; 3 cr. Coreq: CHEM 1011. The first of a three-semester sequence intended for students planning careers in allied health fields such as nutrition, dietetics, and nursing or in elementary education. This course is also useful as an overview for students with limited exposure to chemistry or physics before enrolling into CHEM 1134. Topics include the scientific method, elements and chemical compounds, the phases of matter, chemical reactions and stoichiometry, chemical dynamics, solution chemistry, and nuclear chemistry. The relationship between chemistry and society is discussed. Fall, Spring, Summer
CHEM 1011. Basic Chemistry Laboratory. 3 lab hr.; 1 cr. Prereq or Co-req: CHEM 1013. Introduction to organic chemical techniques and synthesis of selected organic molecules with functional groups that are important in biology and nutrition. Fall, Spring, Summer

CHEM 1023. Basic Organic Chemistry. 2 lecture, 1 rec. hr.; 3 cr. Prereq: A grade of C or better in CHEM 1013 and 1011 (or 113 and 113.1 or 114 and 114.1). Coreq: CHEM 1021. The second of a three-semester sequence intended for students planning careers in allied health fields such as nutrition, dietetics, and nursing. This course represents a one-semester survey of organic chemistry with a focus on the areas of organic chemistry that are fundamental to understanding the chemical reactions that occur in living systems. Not open to majors in the chemistry, biochemistry, and chemical education concentrations. Fall, Spring
CHEM 1021. Basic Organic Chemistry Laboratory. 3 lab hr.; 1 cr. Prereq: A grade of C or better in CHEM 1013 and 1011 (or CHEM 1134 and 1131 or CHEM 1144 and 1141). Prereq or Coreq: CHEM 1023. Introduction to organic chemical techniques and synthesis of selected organic molecules with functional groups that are important in biology and nutrition. Fall, Spring

CHEM 1033. Basic Biochemistry. 2 lecture, 1 rec. hr.; 3 cr. Prereq: A grade of C or better in CHEM 1023 and 1021; Co-req: CHEM 1031. The third of a three-semester sequence intended for students planning careers in allied health fields such as nutrition, dietetics, and nursing. This course presents a study of the structure, properties, and metabolism of the major groups of biological importance, with special emphasis on the role of those compounds required in diet. Not open to majors in the chemistry, biochemistry, or chemical education concentration. Fall, Spring
CHEM 1031. Basic Biochemistry Laboratory. 3 lab. hr.; 1 cr. Prereq: A grade of C or better in CHEM 1023 and 1021. Prereq. or Co-req CHEM 1033/1031. Introduction to a variety of basic biochemical methods including enzymology, calorimetry, and chromatography used to examine metabolic processes. Fall, Spring

BIOL 40. Anatomy and Physiology I. 2 lec., 1 rec., 3 lab. hr.; 4 cr. First semester of a two-semester combined lecture and laboratory course. Functional and descriptive anatomy and physiology with focus on human systems. May not be used to fulfill biology major or minor requirements. Fall, Spring, Summer
BIOL 41. Anatomy and Physiology II. 2 lec., 1 rec., 3 lab. hr.; 4 cr. Prereq: Bio 40. Second semester of a two-semester combined lecture and laboratory course. Functional and descriptive anatomy and physiology with focus on human systems. May not be used to fulfill biology major or minor requirements. Fall, Spring, Summer

BIOL 44. Food and Human Microbiology. 2 lecture, 1 rec., 3 lab. hr.; 4 cr. Prereq: Chem 1023/1021 and either Bio 11 or Bio 40. The student will be introduced to general microbiology. Emphasis will be placed on the microbiology of food and human disease and immunology. The laboratory will deal with the characteristics of microorganisms and their role in the preparation of food. May not be used to fulfill biology major or minor requirements. Fall, Spring

APPROVED ELECTIVES

1. FNES 105. Food Sustainability: Understanding the Food System. 2 lec. hr., 2 lab. hr.; 3 cr. Examination of food sustainability and the development of the current food system through readings, lectures, discussions, and work in both a foods lab and in a garden. Alternatives for a more sustainable food system such as urban and local gardening/farming will be discussed as well as the ethical, environmental and health-related concerns of industrialized agriculture. Laboratories include hands-on work in a vegetable/ herb garden and food preparation in a food science lab. Students will plan and prepare vegetable-based dishes with seasonal food. Fall only

2. FNES 200. Principles of Food Safety and Sanitation for Servsafe Certification. 2 hr.; 2 cr. Prereq. or coreq.: FNES 101. Examination of the sanitation and safety principles used in a food service operation. Topics covered include: microbial contamination of food, preventing food-borne illness, sanitation procedures, and proper handling of food from the point of purchasing through service (vendor to consumer). Students will take the National Certification Servsafe exam at the end of the course. AND
   FNES 372.1. Fieldwork in Nutrition. 1 cr. Suggested field work sites are nursing homes, hospitals, and community nutrition programs. Under Volunteer Opportunities in this handbook you will find further guidance. Students are responsible for finding the fieldwork site prior to enrolling in the course and completing the required 45 hours while enrolled in the course. Fall, Spring
   You do not have to take FNES 200 and FNES 372.1 in the same semester.

3. FNES 204. International Cuisine. 4 hr.; 3 cr. Prereq. FNES 101. An examination of the cuisines of the world. Through lecture and lab students will learn about the evolution of international cuisines, common cooking techniques, and menu development and will prepare representative food from many of the world’s cultures. Spring only

4. FNES 345. Theories of Lifespan Development. 3 hr.; 3 cr. Prereq: FNES 147. An overview of theories and research pertaining to individual and family development across the life course from birth through old age. Examination of the tasks and challenges that are unique to each state of development. Fall only

5. FNES 361. Sports Nutrition. 3 hr.; 3 cr. Prereq: FNES 264. Nutritional parameters of athletic performance including energy production and expenditure, meal timing and composition, hydration, sport specific requirements and ergogenic aids, and nutritional needs for special situations. Next offered Fall 2021, possibly Spring 2021

6. URBST 132. Health Services and Policy. 3 hr.; 3 cr. An introduction to the structure and functions of institutions that provide personal and public health service. The course analyzes public policy issues, including educational licensing and the financing and regulation of health-care services. Fall, Spring

7. FNES 342. Physiology of Muscular Activity. 3 hr. plus lab. demon.; 3 cr. Prereq.: BIOL 40. The acute and long-term physiological adjustments occurring in the human organism as a result of sport and other physical activities. (Limit of 3 Nutrition and Dietetic students per semester offered). Fall, Spring
COLLEGE SUPPORT SERVICES

- **Help Desk**: Technology Support Services
  Dining Hall, Room 151; 718-997-4444; helpdesk@qc.cuny.edu

- **QC Mobile App**: Course schedules, Lab locations, College Calendar, Campus Alerts, Events on Campus, QC Bus Schedules [http://www.qc.cuny.edu/qcmobile/Pages/default.aspx](http://www.qc.cuny.edu/qcmobile/Pages/default.aspx)

- **Career Development and Internships**
  Help with resumes, interviews, job search. Frese Hall, 213. 718-997-4465

- **Peer Support Services**
  Peers are available to discuss your concerns, including college requirements, adjustment to college life, degree audits, and personal issues. Student Union, LL 37 (718) 997-5419

- **Counseling Services**
  The mission of Counseling Services is to enhance students' academic, intellectual, personal, and social growth. Special attention is given to students' health and well-being with the aim of alleviating the effects of painful experiences, enhancing self-understanding and understanding of others, and fostering students' pursuit of their goals. Call or walk in to set up an appointment. Frese Hall 1st floor, 718-997-5420

- **Health Services**
  Confidential free walk-in services for first aid, medical assessment and referrals, immunizations, blood pressure checks, DMV vision tests, and nicotine replacement products. Frese Hall rm 310 718 997-2760

- **Office of Special Services**
  Students with disabilities can seek support for accommodations. Frese Hall room 111, (718) 997-5870.

- **Academic Support Center**: Free study skills workshops and tutoring. 718 997-5670, Kiely 227. [http://qcpages.qc.cuny.edu/asc/](http://qcpages.qc.cuny.edu/asc/)

- **Writing Center**: To improve your writing skills individual tutoring is available. 718 997-5676 Kiely 229. [http://writingatqueens.qc.cuny.edu/the-writing-center/student-information/](http://writingatqueens.qc.cuny.edu/the-writing-center/student-information/)

- **Queens College Dietetics Club**: To become a club member email your first and last name to qcdieteticsclub@qc.cuny.edu You will receive updates on weekly meetings, monthly events, volunteer opportunities and faculty announcements.

- **Phi Upsilon Omicron Honors Club**: For juniors with GPA $\geq$ 3.0. Applications are available from the FNES department each Spring semester. Faculty contact- sandi.westfal@qc.cuny.edu

- **English Language Institute**: For students whom English is not their native language. 718 997-5720, Kissena Hall Room 100
CAREER and EDUCATION OPPORTUNITIES
The areas of employment are similar for both BS in Nutrition and Dietetics and Registered Dietitian Nutritionists (RDN). The difference is that RDNs will have greater job opportunities, and responsibilities commensurate with higher salaries.

Employment
- **Clinical**
  - Nursing Homes, Hospitals, Assisted Living Facilities, Home Health Services, Private Practice, Health Maintenance Organizations, Corporate Wellness, Sports Nutrition
- **Foodservice**
  - Supervisor/Operations Manager in Corporation, Hospitals, Nursing Homes, Correctional Facilities, Colleges and Universities, Camps, Hotels and Restaurants, School Food and Nutrition Programs, Foodservice Contract Companies (i.e., Aramark, Sodexo, Morrison)
- **Community**
  - Women Infant Children (WIC), Head Start, Fitness Centers, Daycare Centers, Federal, State, and Local Government Agencies, Supermarket Retail Dietitian, Peace Corps
- **Research**
  - Research Assistant or Coordinator
    - Universities, U.S. Department of Agriculture, Pharmaceutical Companies
    - For additional training apply to National Institute of Health Summer Internship Program https://www.training.nih.gov/oite-yt/applyingsip
- **Writing** on nutrition for health related magazines, newspapers, blogs

Dietetic Technician, Registered Exam
- Upon receiving the Verification Statement students with the BS in Nutrition and Dietetics are eligible to take the Dietetic Technician, Registered (DTR) exam.
- Email the QC Nutrition and Dietetics Director requesting information about submitting for the DTR exam.
- Information about the DTR credential is available on the Commission of Dietetic Registration website: https://www.cdrnet.org/program-director/graduating-student-information

Job Search Sites
NYRDJOBS@gmail.com
- Send an e-mail to request to join; introduce yourself (i.e., your nutrition or career goal)
- Check in 1-2 weeks, if you haven’t received any emails resend
  - https://www.linkedin.com
  - http://www.nutritionjobs.com
  - www.monster.com
  - https://www.usajobs.gov/

Education
- Master’s Degree (3.0 GPA required):
  - Queens College
    - Nutrition
    - Nutrition and Exercise Science
Requirements to Become a Registered Dietitian Nutritionist
Registered Dietitian Nutritionists (RDN) are food and nutrition experts in preventing and treating disease.

1. Academic Requirements
2. Dietetic Internship (DI) / Supervised Practice
3. RDN Exam

1. Academic Requirements
   - Earning a Bachelor’s degree
   - Completion of the Nutrition and Dietetics curriculum
   - Receive a Verification Statement
     - Verification Statements will be mailed to all students meeting the above requirements 8-12 weeks after completion of the Nutrition and Dietetics degree upon receipt of your official transcript from the college registrar upon the Nutrition and Dietetics director’s request.
     - Students who do not apply or are not accepted into a dietetic internship, the first time they apply, will be requested to meet with the Nutrition and Dietetics program director when picking up their verification statements. A supportive discussion about career plans and options to address obstacles for applying to dietetic internships will be made available.

2. Dietetic Internship (DI)
   - 1200 hours of supervised practice in Medical Nutrition Therapy, Community Nutrition and Food Service Management and an area of emphasis.
   - Internships cost $8000 or more, except for the US Army which will pay you during the DI.
   - Internships are highly competitive with only ~61% of students who apply nationwide being accepted into a DI each year.
   - For students who are not U.S. citizens or permanent residents the DICAS application will ask about your visa status.
   - Based on our current statistics to be competitive a student’s Nutrition and Dietetics GPA of 3.5 and nutrition related volunteer (minimum of 200 hours) or nutrition related work experience is highly recommended.

Volunteer Opportunities
- Queens College Vegetable and Herb Garden – Stacia.helfand@qc.cuny.edu
- Nursing Homes
- Hospitals – visit the Volunteer office and ask to work in the nutrition department
- Community Sites
  - Federal Government Programs - Women Infant Children (WIC), Head Start
  - Farmer’s markets, Cornell Cooperative Extensions, GrowNYC
  - Feeding Programs- City Harvest, Meals on Wheels, God’s Love We Deliver

Benefits of Volunteering
- Develop professional skills
  - Improves your ability to work independently, and as a team member. Promotes assertiveness, perseverance, creative thinking, and problem-solving skills.
- Broadens your understanding of the many areas within the profession
- Networking opportunity

Keep Records
- Name and address of the facility
- Supervisor’s name, title, work email, and work phone number
- Volunteer hours per week, number of weeks and total hours worked
Dietetic Internship Centralize Application Services (DICAS)

- Online application
- 3-4 letters of recommendation; at least 1 from professors
- Personal statement; Transcripts
- Meetings to discuss the process of applying to Dietetics Internships
  - Each May plus 3 each Fall semester (mandatory attendance starting one year before you graduate)

D&D Digital

- Matching to a dietetic internship uses a computer-based system. This provides an orderly and fair way to match the applicant to the internship of their preferred choice with the selection of DI program directors. The Academy of Nutrition and Dietetics contracts with D&D Digital to operate the DI match dnddigital.com

3. Registered Dietitian Nutritionist (RDN) Exam

- If you have not completed your Dietetic Internship by January 1, 2024 completion of a Master’s degree will be required to take the RDN Exam. This means additional time and finances would be required to obtain the RDN credential.
  - After completing your Dietetic Internship you may apply to take the national registration examination from the Commission on Dietetic Registration (CDR).
    - When you pass the exam only then may you use the RDN credential after your name.
    - It is recommended to take the exam within 3 months of completing your Dietetic Internship.
      - When you take the exam please check yes to provide your name to us.
    - It is recommended that students planning on becoming Registered Dietitians Nutritionists (RDN) retain their notes from all Nutrition and Dietetics courses, particularly FNES 101, 104, 203, 260, 263, 264, 275, 307W, 337, 365, 366, 368, 378, 300, Chem. 103, Bio 40 & 41, and Bio 44 to support your review for the RDN exam.
  - Formal Review Courses:
    - Jean Inman www.inmanassoc.com
    - Visual Veggies www.visualveggies.com
    - Computerized sample of RDN review questions are available through the Academy of Nutrition and Dietetics Store webpage eatrightpro.org
    - Breeding & Associates www.rdexam.us

Licensed/Certification

RDNs are required to be licensed/certified in some states. In New York State once you pass the registration exam you should apply to the New York State Education Department for Certification as a Dietitian Nutritionist (CDN) as it can affect obtaining some positions, though it is not currently required for all RDN positions. http://www.op.nysed.gov/prof/diet/
POLICIES and PROCEDURES

Evaluation of Transfer Credits

- Admissions office will evaluate all courses taken at other colleges. Up to 75 credits can be transferred, including 12 credits from a non-accredited institution. Only dietetics equivalent courses with a grade of C or better, B for FNES 101 equivalent, will be accepted for transfer into the Nutrition and Dietetics (N&D) program. Courses taken at another accredited college appearing to be equivalent to an N&D course can be evaluated by the N&D program director based on the course description and/or syllabus. Request of the evaluation can be initiated by the program director or student. Credit is not given for prior work experience.

Articulation Agreements

- We have articulation agreements with Suffolk Community College credits within their Dietetic Technician program. Courses have been previously approved for transfer credit and will be evaluated upon acceptance into Queens College.

International Students

- Students who have completed a Bachelor’s degree at an international university and do not expect to complete a minimum of 45 credits towards the Queens College Nutrition and Dietetics BS must complete a course-by-course evaluation of their foreign transcript by an approved Academy of Nutrition and Dietetics agency. An example is World Education Services (www.wes.org).
- To view a more extensive list of approved agencies go to the AND website https://www.eatrightpro.org/acend/students-and-advancing-education/information-for-students/foreign-degree-evaluation-agencies
- Once enrolled in Queens College the International Students and Scholars Office is available to assist students. King Hall 207, 718 997-4400. http://www.qc.cuny.edu/StudentLife/services/intstudents/Pages/default.aspx

Program Retention, Monitoring, and Remediation

Grade and Grade Point Average (GPA) Equivalencies at Queens College

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<td>A+</td>
<td>97-100</td>
<td>4.0</td>
<td>B+</td>
<td>87-89</td>
<td>3.3</td>
<td>C+</td>
<td>77-79</td>
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<td>C</td>
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<td>B-</td>
<td>80-82</td>
<td>2.7</td>
<td>C-</td>
<td>70-72</td>
<td>1.7</td>
<td>F</td>
<td>&lt;60</td>
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Retention

- To be retained in the Nutrition and Dietetics program students must earn:
  - Minimum grade of C for all other required courses within the Nutrition and Dietetics program.

To earn a Verification Statement students must:

- Earn ≥ 3.0 GPA in Nutrition and Dietetics (N&D) with a ≥C in all N&D courses and a B in FNES 101 Science of Foods course.
- Earn a minimum grade of 73 on all assignments assessing ACEND knowledge requirements, shown as KRDN course objectives on syllabi.
- No Academic and/or Disciplinary Sanction due to academic dishonesty to ensure honesty and integrity is adhered to, being part of the Academy of Nutrition and Dietetics Code of Ethics.

Monitoring

- Course grades will be monitored through CUNYfirst at the end of each semester by the Nutrition and Dietetics department.
- If the minimum course grade is not earned the student will be:
  - Dropped from advanced course(s) it is a prerequisite for.
  - Required to meet with the program director to discuss a plan of remediation and adjust their program schedule, potentially requiring an additional semester to complete the program.
Required to repeat the course, but only allowed to do so once
   - If upon repeating the course, the student does not earn the minimum grade required they must meet with the program director to discuss a plan of remediation and/or an alternative career appropriate to their ability.

Course instructors are required to inform the Nutrition and Dietetics program director at the end of each semester of students earning less than a 73 on a resubmitted KRDN assignment.

The student will be required to meet with the program director to discuss a plan of remediation and/or an alternative career appropriate to their ability.

**Tutoring**
- Chemistry and Biology – Kiely 227, the Learning Commons to learn when and where tutoring will be available each semester.
- Psychology – Science Building Psychology department E-322 to learn when and where tutoring will be available each semester.

**Academic Honesty**
- “Academic dishonesty is one of the most serious offenses within the academic community. Acts of academic dishonesty include but are not limited to:
  - Plagiarism, cheating on exams and papers, purchase or sale of academic papers, falsification of records.
- Any student who engages in an activity that is academically dishonest is subject to academic and/or disciplinary sanctions”
  [http://www2.cuny.edu/about/administration/offices/ovsa/policies/](http://www2.cuny.edu/about/administration/offices/ovsa/policies/)

**Plans for Success**
- Students are expected to read the chapters, power points and any other required material prior to each class. For every credit hour of class time it is expected students will devote a minimum of 2 hours of study time (ex., course load of 12 credit hours per week requires 24 hours of study time = total of 36 hours per week).
- Student learning is assessed by the grades earned on exams and class assignments as outlined in each course syllabus.
- Full-time students should limit their paid work to less than 20 hours per week otherwise part-time college attendance should be considered.
- If you know you are unable to obtain the minimum Nutrition and Dietetics required grade you can withdraw up until the end week 8 of the semester. You will not be reimbursed for tuition fees. You cannot withdraw beyond this day if you are failing, except under extenuating circumstances with a request made in writing and evidence to support given to the Undergraduate Scholastic Standards Committee (USSC) Frese Hall, 201.

**FNES Computer Lab**
- Remsen Hall, room 308 is for FNES students only.
- Microsoft Office, Nutrient database and statistical analysis software are available. FOOD, DRINKS and use of cell phones are prohibited in the computer lab.

**Grievances**
- Should a student have a grievance the following procedure should be followed:
  1. First, discuss the grievance with the instructor. You can then discuss the issue with your Nutrition and Dietetics program advisor, Dr. Miner, though this is not required.
  2. If dissatisfied with the instructor’s explanation, the student must discuss the matter with the Chair of the Department the course is registered in, i.e., FNES courses the FNES Department Chair, Dr. Ashima Kant.
  3. If the matter is still not resolved, make an appointment with the Divisional Dean, Remsen Hall, room 125.
  4. After the above steps have been exhausted:
     a. For grades, contact the Undergraduate Scholastic Standards Committee (USSC) for a formal appeal. Additional information can be obtained at the USSC office in Frese Hall, 201.
b. For other complaints contact the Vice President for Student Affairs; Student Union, room 300, email: vpsa@qc.cuny.edu, 718 997-5501.

5. If you have complaints about the Nutrition and Dietetics program related to the ACEND Standards after all options within the program and institution have been exhausted you may contact the Academy of Nutrition and Dietetics’ Accreditation Council for Education in Nutrition and Dietetics (ACEND); 120 S. Riverside Plaza, Suite #2190, Chicago, IL 60606-6995 (800 877-1600, ext. 5400); www.eatrightpro.org/acend

**Early (pre) Registration**

- Only students who have declared their major with the FNES department, can pre-register.
- Pre-registration forms are available for FNES and Biology courses in Remsen 306.
  - **March** for the **Summer** and **Fall** semester courses.
  - **October** for the **Spring** semester courses.
- Forms must be filled out by you and returned to the department by the stated due date. If you are late for early registration it may be difficult to be placed into the classes you desire and require.
- Pre-registration in **Chemistry**: go to chemistry department, Remsen 206.
- **Psychology** courses, as well as **General Education** requirements must be registered on-line in CUNYfirst based on your assigned registration date.

**Permits for Courses to be Taken Outside of Queens College**

- Permits must be requested for all courses to be taken outside of Queens College.
- **Prior to obtaining a permit for any course required for the Nutrition and Dietetics Program, you must speak in person with the Nutrition and Dietetics Program Director, Dr. Miner during her office hours.**
- **E-Permits** are given for courses taken at CUNY colleges
- **Non-CUNY Permits** are given for courses taken outside of the CUNY system
- For more details about obtaining a permit go to [www.qc.cuny.edu/registrar](http://www.qc.cuny.edu/registrar) -> General Permit Information

**Program Completion Requirements**

- To be granted the Bachelor of Science in Nutrition and Dietetics students must complete the Nutrition and Dietetics curriculum, the Queens College general education required courses and a minimum of 120 credits. Transfer credit equivalent courses will be included in the completion requirements.
- **Second bachelor degree students** having previously earned a bachelor's degree from an accredited institution of higher education must complete all the Nutrition and Dietetics course requirements with a minimum of 45 credits taken at Queens College to be granted a Bachelor of Science in Nutrition and Dietetics.
  - Second bachelor degree students who do not need to take the minimum 45 credits at Queens College to earn the BS in Nutrition and Dietetics must meet with Dr. Miner their last semester to verify that all course requirements have been met to receive a Verification Statement.
- The college has no time frame nor age to complete the program requirements, though ACEND would like to see students complete the program in < to 9 semesters.

**Filing for Graduation**

- Registrar Office or CUNYfirst
- Fall semester - between July 2nd and November 1st
- Winter session - by January 1st
- Spring semester - between November 2nd and March 1st
  - If you want your name to be included in the commencement ceremony program you must file by April 1st
- Summer semester - between March 2nd and July 1st

**Cunyfirst and Protection of Privacy**

- Students can use CUNYfirst for viewing their class schedule, checking grades, downloading their unofficial transcript, checking their course history, registering for classes, viewing and paying tuition, and applying for graduation. [home.cunyfirst.cuny.edu](http://home.cunyfirst.cuny.edu/)
Student personal information including sensitive information, such as social security
number and date of birth, is maintained on the college-wide CUNYfirst system.
Department personnel, including the chair, cannot access this information. Record of
student progress in the N&D curriculum for each course also reside on CUNYfirst and is
accessible only by department personnel authorized by the chair, these include Director
of the N&D program and Remsen-based office assistants. In addition, the FNES department
network drive, maintained by the Queens College Office of Information Technology,
contains a dedicated folder for curricular planning and tracking of each student enrolled in
the N&D program. Access to this folder is authorized by the chair and is limited to Director
of the N&D program and Remsen-based office assistants and full-time faculty. We strictly
adhere to the Queens College policy that prohibits public posting of student grades linked
to identifiable information.

Equal Opportunity and Non-Discrimination

“CUNY and Queens College do not discriminate on the basis of race, color, creed, national
origin, ethnicity, ancestry, religion, age, sex (including pregnancy*, childbirth, and related
conditions), marital status, partnership status, disability, genetic information, alienage,
citizenship, military or veteran status, status as a victim of domestic violence/stalking/sex
offenses, or unemployment status with respect to student admissions or access to
programs, or in connection with administration or employment. (QC Undergraduate
Bulletin).

- *Absences due to medical conditions relating to pregnancy will be excused for as long
  as deemed medically necessary by a student’s doctor and students will be given the
  opportunity to make up missed work.

Should a student believe he/she has been discriminated against contact the Office of
Compliance and Diversity in Kiely 147, 718 997-5888.

PROGRAM COSTS

Tuition

- All items below are per semester. We have a Fall and Spring semester. We also have
  winter and summer sessions which do not have to be attended. If attended, these
  sessions require separate fees. Winter and summer session fees can be found on the
  webpages listed below each category. The fees listed below do not include food,
  entertainment and travel costs.

- Residents of New York State
  http://www.qc.cuny.edu/admissions/bursar/pages/qctuitioncosts.aspx
  $295 per credit full-time with a maximum tuition of $3,365 for ≥ 12 credits.
  - Activity, Consolidated Service and Technology Fees: $303.85 (full-time), $208.85
    (part-time)
  - Lab classes have an additional fee of $25 – $90 per class, depending on the class

- Out of State Students
  http://www.qc.cuny.edu/admissions/bursar/Pages/QCTuitionCosts.aspx
  Tuition: $600 per credit with no maximum tuition charges
  Out of state students pay the same activity/technology, and lab fees.

Payment and Refunds

- If you do not pay your bill by the due date you will be dropped from the classes you
  registered for and another student may take your place.
  Tuition payment due dates can be found on the QC Bursar webpage
  http://www.qc.cuny.edu/admissions/bursar/Pages/default.aspx

- In order to receive a 100% refund of tuition students must withdraw from classes before
  the official opening day of classes. Otherwise Fall and Spring refunds are made
  according to the following schedule:

  - Withdrawal within 1 week after official start of the semester 75%
  - Withdrawal during 2nd week after official start of the semester 50%
  - Withdrawal during 3rd week after official start of the semester 25%
  - Withdrawal after completion of 3rd week after official start of the semester None
Application for tuition refunds for extenuating circumstances should be made in writing to the Registration Review Committee c/o the Registrar’s Office (Jefferson Hall, Room 100.)

**Book Purchases**
QCbookstore.com
~$300-$600 per semester

**Dorming on Campus**
To learn more about housing amenities [http://www.qc.cuny.edu/studentlife/thesummit](http://www.qc.cuny.edu/studentlife/thesummit)
718 997-4881
## Important Numbers

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<th>Service</th>
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<td>Academic Advising Center (advising/program planning)</td>
<td>Kiely Hall, Rm. 217</td>
<td>718-997-5599</td>
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<td>Academic Support Center (tutoring)</td>
<td>Kiely Hall, Rm. 127</td>
<td>718-997-5677</td>
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<td>ACE (Adult Collegiate Education)</td>
<td>Jefferson Hall Lobby</td>
<td>718-997-5600</td>
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<td>Admissions, Graduate</td>
<td>Jefferson Hall, Rm. 105</td>
<td>718-997-5200</td>
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<tr>
<td>Admissions, Undergraduate</td>
<td>Jefferson Hall, 1st floor</td>
<td>718-997-5600</td>
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<td>Counseling &amp; Resource Center</td>
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<td>718-997-5420</td>
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<td>Main Gate</td>
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<td>Frese Hall, 3rd floor</td>
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<td>Help Desk</td>
<td>Dining Hall, Rm. 151</td>
<td>718-997-4444</td>
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<td>International Student Services</td>
<td>Jefferson Hall, Rm. 100</td>
<td>718-997-5200</td>
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<td>Library</td>
<td>Rosenthal Library</td>
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<td>Registrar</td>
<td>Dining Hall, Rm. 128</td>
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<td>Security &amp; Public Safety (student parking/lost &amp; found)</td>
<td>Jefferson Hall, Rm. 201</td>
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<td>SEEK Program</td>
<td>Delany Hall, Rm. 128</td>
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<td>Special Services for Students with Disabilities</td>
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<td>Student Activities</td>
<td>Jefferson Hall, Rm. 306-310</td>
<td>718-997-4530</td>
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<tr>
<td>Summer/Winter Sessions</td>
<td>Kiely Hall, Rm. 183</td>
<td>718-997-5818</td>
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<td>Testing Center</td>
<td>Kiely Hall, Rm. 232</td>
<td>718-997-5680</td>
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<tr>
<td>Weekend College</td>
<td>Kiely Hall, Rm. 179</td>
<td>718-997-4848</td>
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## Departments

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<tr>
<td>Accounting &amp; Information Systems</td>
<td>Powdermaker Hall, Rm. 215</td>
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<tr>
<td>Anthropology</td>
<td>Powdermaker Hall, Rm. 314</td>
<td>718-997-5510</td>
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<td>Art</td>
<td>Klapper Hall, Rm. 172</td>
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<td>Biology</td>
<td>Science Bldg., Rm. D346</td>
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<td>Chemistry &amp; Biochemistry</td>
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<tr>
<td>Classical, Middle Eastern &amp; Asian Languages &amp; Cultures</td>
<td>Queens Hall, Rm. 215</td>
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<td>Comparative Literature</td>
<td>Queens Hall, Rm. 270C</td>
<td>718-997-5690</td>
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<td>718-997-3566</td>
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<td>Drama, Theatre &amp; Dance</td>
<td>Rathaus Hall, Rm. 213</td>
<td>718-997-3090</td>
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<td>Earth &amp; Environmental Sciences, School of</td>
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<td>Economics</td>
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<td>Educational &amp; Community Programs</td>
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<td>Elementary &amp; Early Childhood Ed.</td>
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Self-Assessment of Professional Qualities

How would your professors rate you on the following professional qualities?
Rate yourself honestly and decide changes in your behavior you can take to improve at least one quality.

Name: 

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<th>Outstanding</th>
<th>More than Satisfactory</th>
<th>Satisfactory</th>
<th>Needs Improvement</th>
<th>Unsatisfactory</th>
<th>Unable to Evaluate</th>
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<td>Analytical Skills/ Problem</td>
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<td>Solving</td>
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One quality I can begin improving: ____________________________
Behaviors changes I can do to improve this quality:

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