



University of New Haven  
Master of Science in Nutrition Sciences  
Program Handbook



# University of New Haven Master of Science Nutrition Sciences Program

HandbookIntroduction

The University of New Haven is a student-centered comprehensive university with an emphasis on excellence in liberal arts and professional education. Our mission is to prepare our students to lead purposeful and fulfilling lives in a global society by providing the highest quality education through experiential, collaborative and discovery-based learning.

The mission of the School of Health Sciences is to train competent, caring health professionals by delivering innovative, interdisciplinary healthcare education and services that are student-centered, focused on

**ProgramGoals:**

**Goal #1-**Prepare program graduates for entry level practice as Registered Dietitian Nutritionists with special focus on clinical nutrition, community nutrition, food service management while always providing quality and compassionate care.

**Objectives:**

- 1.1 At least 80% of program graduates complete program/degree requirements within 3 years.
- 1.2 Of graduates who seek employment, 80% are employed in nutrition and dietetics or related fields within 12 months of graduation.
- 1.3 90% of program graduates take the CDR credentialing exam for dietitian nutritionists within 12 months of program completion.
- 1.4 85% of graduates surveyed will rate overall satisfaction with their preparation for entry level professional employment.

**Goal #2**

- f Nutrition SEL
- f Nutrition Counseling(simulation)
- f CulminationRotation
- f ResearchMethodologyandEvidenceBasedPractice
- f MastersCapstoneProject

### Tuition Refund Policy

According to University policy, tuition costs are fully (100%) refundable before the first day of class or the start of Orientation. Eighty(80%) percent of costs are refunded after the first week of classes (first week of Orientation) and 60% of tuition is refundable after the second week of classes (second week of Orientation). Following Orientation, 40% of tuition is refundable after the 3rd week (first week of rotations) and 20% is refundable after the 4th week of the semester or second week of rotations. After the 4th week of the semester, refunds are not provided according to university policy.

### Program Withdrawal

In compliance with the University policy, a graduate student who wants to withdraw from the University should consult with a representative from Centers for Academic Success and Advising (CASA) to discuss the withdrawal and make a preliminary evaluation of readmission possibilities. Once the decision in consultation with CASA is made, the student should complete the official University Withdrawal form (which can be found on the myCHARGER website at <http://forms.newhaven.edu/view.php?id=343193>) and submit it to the Office of the University Registrar. The link to the full policy is:

<http://catalog.newhaven.edu/content.php?catoid=23&navoid=1586#withdrawal-from-the-university>

### Admissions Requirements

Applicants to the University of New Haven's Master of Science in Nutrition Sciences must apply through the University's graduate admissions process by visiting <https://graduate.newhaven.edu/apply/>. Minimum admissions requirements for consideration to this program are:

- f Hold a bachelor's degree from a U.S. regionally accredited college or university or foreign equivalency as evaluated by one of the approved agencies
- f Completion of graduate admissions application
- f Official transcripts from all previous schools attended
- f Minimum cumulative undergraduate GPA 3.0 or better on a 4.0 scale
- f Earning a B or better in the following prerequisite courses:
  - f Anatomy and Physiology and II with lab
  - f Microbiology with Lab
  - f Organic Chemistry lecture
  - f Biochemistry
- f Letters of recommendation from three individuals
- f Resume

Additional criteria for acceptance includes:

- f Work and volunteer experience
- f Rigor of academic preparation
- f Honors, awards, activities, and the like

Applicants may also be required to participate in an interview process.

The University of New Haven Master of Science in Nutrition Sciences program does not have a policy for assessing pridearning.

Statement of Nondiscrimination

## Student Learning Assessment

Student learning assessment will be based upon the Curriculum Assessment Plan and monitoring of Student Learning Outcomes according to tracking forms completed. Learning assessment will be continually evaluated throughout the curriculum and will include online learning modules, classroom



the Connecticut Academy of Nutrition and Dietetics while enrolled as a student. Each membership year, a different state may be selected, so students can then join their homestate association.

The address of the Academy of Nutrition and Dietetics is:

Academy of Nutrition and Dietetics 120 South Riverside Plaza, Suite 2190

Chicago IL 60606-6995

Telephone 800-877-1600

[www.eatright.org](http://www.eatright.org)

### Record Keeping, Privacy and Access to Personal Files

Student records for the Master of Science in Nutrition Sciences program will be securely maintained in the office of the Program Director and electronically on the university's secure network. All student records are locked and are confidential. Students may view their personal files at any time by making an appointment with the Program Director. All student records will be maintained for at least seven years, and all electronic files will be maintained indefinitely. Additionally, Verification Statements are maintained indefinitely.

### Student Identification

Students are required to obtain a Graduate Student ID card and University email address via the Campus Card office located in the University bookstore. This card should be carried at all times and is needed to print in the computer lab. An official University of New Haven email address is also assigned to each student and will be used for all email communication while in the program.

### Parking on Campus

Students are required to obtain a parking pass (no charge) as a graduate/commuter student: note where parking is legal for graduate (commuter) students. Shuttle service is also available.

### Professional Conduct

As professionals, students are expected to behave in a professional manner including appropriate, professional communication, both written and orally. Social media is not an appropriate medium for complaining or criticizing any aspect of the FEM MS Program or its operation, settings, preceptors or faculty. Appropriate means for registering complaints will be described below. Students are expected to ask preceptors what their preferred method for communication will be and not assume that email or texting is appropriate unless the preceptor indicates that it is. Preceptors should be addressed in a professional manner and it is appropriate to ask how they wish to be addressed. As a representative of the program, School of Health Sciences, and the University of New Haven, professional conduct will reflect upon our university and students who follow you, so it is important to maintain professional conduct, demeanor and professional dress at all times.

### Health Clearance, Background Check and Illegal Drug Screening

Health clearance, background check and illegal drug screening is required upon entrance into the Program. A health clearance form including required immunizations and blood test proving immunity, along with illegal drug screening will be included with the summer packet and must be

completed by midAugust prior to entry into the program. Background checks are hand delivered to the ProgramDirector onthe first dayof Orientation.

DressCode

Georgia Chavent, MS, RD in the Supervised Experiential Learning rotation coordinator and her office is located in Echlin Hall, Room 217. Professor Chavent's expertise is in the areas of dietetics management

2. All Affiliation Agreements and Liability Insurance are managed by the Program Director in cooperation with the legal departments of each facility and the University Provost and Vice President of Academic Affairs. Certificates of Insurance documenting student coverage for liability by the University of New Haven (\$1,000,000\$3,000,000) will be provided when required by the rotation setting by the insurance carrier through the University's VP of Finance's Office. In addition, students will be required to purchase Liability Insurance through required student membership in the Academy of Nutrition and Dietetics. This additional liability insurance will provide coverage for students rotating through sites where a Certificate of Insurance is not required. Affiliation agreements requiring university sponsored liability insurance will be updated yearly to coincide with the university fiscal year and insurance carrier. If student liability coverage is not required or is covered by the rotation site (as in the case of the VA Healthcare Center), a three-year (or unlimited) affiliation agreement will be sought.

Affiliation Agreements must be in place before students can begin their rotations.

3. Communication with preceptors will occur annually during the final studentship month to gain feedback about student performance, rotation assignments, and other suggestions for improving student preparation for success during supervised practice. Preceptor training, if needed, will also occur at regular intervals (at least yearly) via in person meetings, webinars or through the Academy Preceptor training program. Preceptors will complete an ~~en~~ rotation student evaluation form that is reviewed by the program director. Preceptors will be instructed to immediately communicate directly with the program

Health Insurance and Professional Liability Insurance

As described above, students must provide evidence of student health insurance and professional

### Complaints to Accreditation Council for Education in Nutrition and Dietetics

The Accreditation Council for Education in Nutrition and Dietetics, ACEND, has established a process for reviewing complaints against accredited programs in order to fulfill its public responsibility for assuring the quality and integrity of the education programs that it accredits. Any individual, for example, student, faculty, dietetics practitioner and/or member of the public may submit a complaint against any accredited program to ACEND. However, the ACEND board does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admissions, appointment, promotion or dismissal of faculty or students. It acts only upon a signed allegation that the program may not be in compliance with the Accreditation Standards or policies. The complaint must be signed by the complainant. 1.772.-41.4 [Dw 1.804 -